

**Hyde County Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** March 5, 2018  
**Presenter:** Chairman, Vice-Chair, Commissioners and Manager  
**Attachment:** No

**ITEM TITLE:** MANAGEMENT REPORTS

**SUMMARY:** This is a time for each Commissioner to give reports on their work representing the County.

Additionally, Commissioners may wish to bring up issues they wish to have followed up by the Board or by the County Manager.

The County Manager and Assistant County Manager will give an oral update on various projects and other administrative matters.

**RECOMMEND:** Receive reports. Discussion and possible action as necessary.

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Motion Made By: ☐ Earl Pugh, Jr.  
☐ Barry Swindell  
☐ Dick Tunnell  
☐ Ben Simmons  
☐ Tom Pahl

Motion Seconded By: ☐ Earl Pugh, Jr.  
☐ Barry Swindell  
☐ Dick Tunnell  
☐ Ben Simmons  
☐ Tom Pahl

Vote: ☐ Earl Pugh, Jr.  
☐ Barry Swindell  
☐ Dick Tunnell  
☐ Ben Simmons  
☐ Tom Pahl

### Manager's Calendar (February 2018)

1	NCCCCMA City & County Manager's Meeting in Winston Salem. Met with Julia Hall and Eleanor Snell (NC League of Municipalities) regarding insurance
2	NCCCCMA City & County Manager's Meeting in Winston Salem. Met with Julia Hall and Eleanor Snell (NC League of Municipalities) regarding insurance
3	
4	
5	5pm-Joint BOC/BOE meeting on Ocracoke; 10am ferry to Ocracoke; Conference call with Franz Holscher re: OWATA contracts
6	10 am-Ferry to SQ; 10am-Interview with Kathleen Cosack; 12pm-met with Tom Pahl re: OWA; 4:30pm-5:30 pm-Mattamuskeet Watershed Core Group Meeting; 7pm-9pm-Public Meeting for Mattamuskeet Watershed
7	1:30pm-Ferry to Ocracoke; 4:30pm-OAPB; 7pm-OCBA Civic Affairs Meeting
8	Ocracoke
9	Ocracoke
10	
11	
12	10 am-Ferry to SQ; 1pm-NC League of Municipalities meeting (Julia and Eleanor); 3pm-TDA Meeting
13	SQ Office
14	Doctor's Appt.
15	9:30 am-Ocracoke Convenience Site Improvements discussion with James, Corrinne, Kris; 10:30am-Sue Burgess; 11:30pm-Will Faircloth; 3pm-meet with the Lobbyists and Dr. Latimore, Corrinne, Kris, Earl P, Randy E. 6pm-Dinner with the McClees
16	SQ Office 1pm- conference call with Debbie Collins (NCDOT). Worked on revolving loan requests and occupancy tax requests.
17	
18	
19	Vacation. 8am-7pm meetings- DEQ./ Kris 5:30 OWA- conf. call
20	Vacation
21	Vacation- 10am conference call with Tom&Ed Norvell re: Island Inn.
22	Vacation
23	Vacation
24	
25	
26	SQ Office 1:00 Debris bid openings
27	2:30 pm-Wes Grigston/Gallagher
28	9:00 am-RLF Committee; 10 am-Meet with Stacey Gerard and Karen Carawan-BCCC

**Hyde County Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** March 5, 2018  
**Presenter:** Citizens  
**Attachment:** No

**ITEM TITLE:** PUBLIC COMMENTS

**SUMMARY:** The public is invited to use this time to make comments to the County Commissioners on items discussed during this meeting and/or matters not discussed earlier in the meeting.

**RECOMMEND:** Receive comments.

**Hyde County Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**Meeting Date:**        **March 5, 2018**  
**Presenter:**        **Board of Commissioners**

**ITEM TITLE:**        **CLOSED SESSION**

**SUMMARY:**        **The County Manager may request entering Closed Session  
in accordance with NCGS143A-318.11 (a)**

- 1) To prevent the disclosure of information that is privileged or confidential pursuant to the law.**
- 2) To prevent the premature disclosure of an honorary award.**
- 3) To consult with an attorney employed or retained by the public body in order to preserve the attorney client privilege.**
- 4) To discuss matters relating to the location or expansion of industries or other businesses.**
- 5) To establish or instruct the public body's staff or agent in negotiating the price or terms of a contract for the acquisition of real property by purchase; or compensation and terms of an employment contract.**
- 6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.**
- 7) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.**
- 8) To formulate plans by a local board of education relating to emergency response to incidents of school violence.**
- 9) To discuss and take action regarding plans to protect public safety.**

**RECOMMEND:**        **Enter into Closed Session if required.**

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<b>Motion Made By:</b> <input type="checkbox"/> Earl Pugh, Jr. (Enter) <input type="checkbox"/> Barry Swindell <input type="checkbox"/> Dick Tunnell <input type="checkbox"/> Ben Simmons <input type="checkbox"/> Tom Pahl	<b>Motion Seconded By:</b> <input type="checkbox"/> Earl Pugh, Jr. <input type="checkbox"/> Barry Swindell <input type="checkbox"/> Dick Tunnell <input type="checkbox"/> Ben Simmons <input type="checkbox"/> Tom Pahl	<b>Vote:</b> <input type="checkbox"/> Earl Pugh, Jr. <input type="checkbox"/> Barry Swindell <input type="checkbox"/> Dick Tunnell <input type="checkbox"/> Ben Simmons <input type="checkbox"/> Tom Pahl
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<b>Motion Made By:</b> <input type="checkbox"/> Earl Pugh, Jr. (Exit) <input type="checkbox"/> Barry Swindell <input type="checkbox"/> Dick Tunnell <input type="checkbox"/> Ben Simmons <input type="checkbox"/> Tom Pahl	<b>Motion Seconded By:</b> <input type="checkbox"/> Earl Pugh, Jr. <input type="checkbox"/> Barry Swindell <input type="checkbox"/> Dick Tunnell <input type="checkbox"/> Ben Simmons <input type="checkbox"/> Tom Pahl	<b>Vote:</b> <input type="checkbox"/> Earl Pugh, Jr. <input type="checkbox"/> Barry Swindell <input type="checkbox"/> Dick Tunnell <input type="checkbox"/> Ben Simmons <input type="checkbox"/> Tom Pahl
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**Action Taken:**

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<b>Motion Made By:</b> <input type="checkbox"/> Earl Pugh, Jr. <input type="checkbox"/> Barry Swindell <input type="checkbox"/> Dick Tunnell <input type="checkbox"/> Ben Simmons <input type="checkbox"/> Tom Pahl	<b>Motion Seconded By:</b> <input type="checkbox"/> Earl Pugh, Jr. <input type="checkbox"/> Barry Swindell <input type="checkbox"/> Dick Tunnell <input type="checkbox"/> Ben Simmons <input type="checkbox"/> Tom Pahl	<b>Vote:</b> <input type="checkbox"/> Earl Pugh, Jr. <input type="checkbox"/> Barry Swindell <input type="checkbox"/> Dick Tunnell <input type="checkbox"/> Ben Simmons <input type="checkbox"/> Tom Pahl
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# **Department Reports**

**NORTH CAROLINA**  
**HYDE COUNTY**  
**HYDE COUNTY BOARD OF COMMISSIONERS**

From: Linda M. Basnight Tax Administrator

This is to report all tax collections by the Hyde County Tax Office Employees during the  
month of February, 2018

**CURRENT TAX**

<b>DEPOSITS</b>	<b>COUNTY WIDE</b>	<b>MOSQUITO TAX</b>	<b>SOLID WASTE</b>	<b>WEST QUARTER</b>	<b>INTEREST</b>
\$112,319.19	\$107,505.24	\$390.07	\$0.00 Res \$0.00 Comm	\$1,084.65	\$3,000.59
<b>2017 SQWS</b>					
\$ 338.64					

**CURRENT DMV**

<b>DEPOSITS</b>	<b>COUNTY WIDE</b>	<b>MOSQUITO TAX</b>	<b>INTEREST</b>
\$0.00	\$0.00	\$0.00	\$0.00

**DELIQUENT DMV**

2016	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2015	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2014	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2013	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2012	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2011	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
		\$0.00
2010	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2009	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2008	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2007	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2006	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00
2005	COUNTY WIDE	\$0.00
	MOSQUITO	\$0.00

**DELIQUENT TAX**

2016	\$8,493.89
2015	\$569.66
2014	\$2,638.49
2013	\$1,832.56
2012	\$442.12
2011	\$0.00
2010	\$0.00
2009	\$0.00
2008	\$0.00
2007	\$0.00
2006	\$0.00
2005	\$0.00
2004	\$0.00
<b>SQWS</b>	\$105.07
<b>MOSQUITO TAX</b>	\$0.00
<b>SOLID WASTE RES</b>	\$33.09
<b>SOLID WASTE COMM</b>	\$0.00
<b>INTEREST</b>	\$2,543.32
<b>WEST/QUARTER</b>	\$0.00
<b>LEGAL FEES</b>	
	\$16,658.20

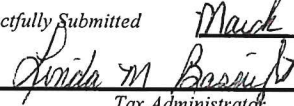
**2018 PREPAYMENTS**

2-Feb	\$57.00
6-Feb	\$19.70
9-Feb	\$300.00
Feb. 22	\$30.55
Feb. 26	\$34.98
	<u>\$442.23</u>

**INTEREST**

\$0.00  
\$0.00  
\$0.00

**Overpayments/refunds**

Respectfully Submitted March 5, 2018  
  
Tax Administrator

Chairman of Commissioners

## Human Resources Dept. Report – March 2018:

- Verified information for vacation/sick leave for employees
- Completed monthly payroll
- Completed and processed monthly vouchers to pay employees' insurances, tax garnishments, child support payments, retirement, etc.
- Daily Tasks - Directed employees as necessary concerning hours worked, salary, insurance, benefits, retirement, deposit changes, etc.
- Compiled Human Resources newsletter for employees
- Scheduled drug testing for employees for 1st quarter of year and new safety sensitive employees.
- Enrolled two new full-time and one part-time employees
- Filed the death claims and reports for deceased employee's family
- Attended SHRM Webinar on I-9 Reporting and Compliance
- Attended insurance meetings with the League of Municipalities, NCHIP and the Pierce Group
- Attended the SOG sponsored FMLA class in Chapel Hill
- Updated one workers comp claim

Respectively submitted,

*Tammy Blake*

Hyde county Airport Board Meeting Minutes

February 27<sup>th</sup>, 2018

Hyde County Airport 1:00 PM

The Hyde County Airport Advisory Board met on February 27<sup>th</sup>, 2018 at 1:00 PM at the Hyde County Airport.

Present were Wilson Daughtry, Tim Whitfield, Earl Pugh Jr, Jo Ann Spencer, Greg Gibbs, and Jane Hodges Airport Manager.

The meeting opened with prayer given by Wilson. The minutes were corrected and approved.

Old business consisted of discussion of the PAPI and Pavement Rehab.

New business was the election of officers-Wilson Daughtry as Chairman with Greg Gibbs as Vice Chairman. There was discussion of the By-Laws and members terms. The Manual of Airport Rules and Regulations was tabled until the next regular meeting. The RFQ for Consultant was approved. The possibility of a resident goose hunt was discussed and it was decided to talk with Robert Wayne about depredation permits first. A list of grant funds is to be distributed to members at the next meeting and possible projects will be discussed. Jo Ann was tasked with coordinating an airport appreciation day and or fly in for 2019 and to coordinate with Chamber and local businesses and vendors. A request for a meeting with the County Manager is to be set at his convenience in March.

Meeting adjourned at 3:00 PM

## Public Health Monthly Summary Report – January 2018

CLINICAL SERVICES	Current Month	Year To Date
Family Planning	18	121
Maternal Health	4	20
Adult Health: Wellness/Primary Care/Chronic Disease/Telemedicine	60	272
BCCCP	0	13
Immunizations	19	127
Seasonal Flu Shots/Flu Mists		
Adults	38	115
Children	28	60
STD Treatments	4	22
Communicable Disease Cases/Investigations	3	6
TB Treatments (Latent) & Skin Tests	0	17
Child Health (Wellness)	7	70
Child Health (Sick Care)	15	77
Rabies Treatments/Investigations**	1	6
Dental Varnishing	3	11
Lab Services	31	170
<b>WIC (Women, Infant &amp; Child Nutrition Assistance)</b>		
WIC – Mainland		0
Certifications	12	69
Mid-Certification Assessments	8	27
Pick-ups	21	87
Vendor Trainings	0	0
WIC – Ocracoke (Quarterly)		
Certifications	0	2
Mid-Certification Assessments	0	0
Pick-ups	0	9
Vendor Trainings	0	0
<b>PREGNANCY/EARLY CHILDHOOD SERVICES</b>		
<b>Pregnancy Care Management (for healthy pregnancies and births)</b>		
Current Case Load	M 5, I 0, p 0	////////////////
Contacts this Month	27	////////////////
Attempts (No Contact)	1	////////////////
<b>Care Coordination for Children (for healthy children 0-5 years)</b>		
Current Case Load	h 0, m 0, I 2, p 0	////////////////
Contacts this Month	90	////////////////
Attempts (No Contact)	12	////////////////
	0	
<b>MEDICATION ASSISTANCE PROGRAM</b>		
New Patients Enrolled	0	////////////////
Active Patients Served	64	////////////////
New Requests	5	////////////////
Medications Requested	5	////////////////
Medications Received	1	////////////////
Medications Delivered	1	////////////////
<b>ENVIRONMENTAL HEALTH</b>		
<b>Food and Lodging</b>		
F&L Inspections	3	42
F&L Visits	6	46
F&L Pre-Opening Visits	3	14
F&L Permits Issued	2	6
F&L Permits Suspended		
F&L Suspensions Lifted		



F&L Complaint Investigations		4
F&L Consults	9	101
General Sanitation	1	8
Vector Control		
Animal Control		
Health Education		
<b>On-Site Wastewater</b>		
Sites Visited/Evaluated	19	56
Improvement Permits Issued		10
Construction Authorizations	2	21
Other Authorizations	2	8
Consultative Contacts	49	251
Operation Permits Issued	3	6
Migrant Housing Inspections		
<b>On-Site Wells</b>		
Well Site Evaluated		3
Grouting Inspections		
Well Site Construction Visits		
Well Construction Permits Issued		
Well Certificate of Completion		1
Bacteriological Samples Collected		1
Other Sample Collected		
Well Consultative Contacts	2	9

#### Foreign Interpreter/Outreach Worker

##### Outreach programs

Home visits: 0

Phone calls: 9

Letters sent: 2

Patients served in clinic: 30

##### Community work:

• Request for transportation: 1

• Assisted with KidShape Program 2

##### Office work:

I translate documents for nurses and other staff

##### Physical Activity & Nutrition Programming

###### • KBR funds:

○ Carryover into a Year 4 (July 2017 – June 2018)

○ Supporting start-up costs for Hyde County Youth Athletics and KidShape programming on Ocracoke

○ KidShape 2.0 classes began on Ocracoke in January and will conclude in March

▪ Physical activity/nutrition courses for Hispanic families

###### • Vidant funds:

○ Free Piyo classes to be offered starting in March

▪ Childcare will now be provided to participants

○ Yoga classes will be offered starting in the spring

##### Prescription Drug Abuse Prevention

• A Substance Awareness Taskforce was created in July

○ This group is made up various community and regional agencies, as well as community members

• 6 members of the Taskforce attended the Injury Free NC Academy in October, with a follow up session in February and June

• See Grants section below!

## Other

- HCHD has decided to join the Regional Community Health Assessment process in 2018 – Meeting in March
- Offering Know It, Control It beginning this month
  - Know It, Control It is a new hypertension management program which assists pre-hypertensive and hypertensive patients in changing their lifestyles and controlling their blood pressure

## Grants

- Ribbon of Hope (GlaxoSmithKline Foundation) (\$25,000)
  - Application submitted in October, on behalf of Project DIRECT Legacy, to fund chronic disease prevention and management strategies
    - Notification in Spring
- Vidant Community Benefits Grant Program (\$15,000)
  - Letters of Intent submitted in December for both PDL & HCHD
    - PDL invited to submit full application
  - Funding would support community health programming and chronic disease prevention and management programming
  - Applications due in April
- Kate B. Reynolds Charitable Trust (\$414,375)
  - Application submitted by HCHD on behalf of the County of Hyde in February
  - Funding would support licensed clinical social worker position, substance abuse case manager/navigator, and Telepsychiatry services at the HCHD through ECU
- Blue Cross Blue Shield (\$600,000)
  - Grant includes \$100,000 to support planning and early action over a 15-month period resulting in an implementation plan. Grantees then will be invited to apply for a four-year grant to support implementation and ongoing work at a projected level of \$125,000 per year
  - Grant would support substance awareness efforts
  - Notifications in March
- Medical Access Program (MAP) (DPH, Office of Rural Health) (\$450,000)
  - Planning to determine the most appropriate use of these funds has begun
  - Application due in March

Hyde County DSS Programs  
Month of January 2018

	Active Cases	Applications Processed	Reviews/Redetermination	Other Changes
<b>Income Maintenance Programs</b>				
Medicaid	1268	20	54	
Long Term Care MAA & MAD	37			
Food Stamps	432	25	39	15
Work First	8	1	1	
<b>Total</b>	<b>1,745</b>	<b>46</b>	<b>94</b>	<b>15</b>
<b>Medicaid Transportation Program</b>	Transported	Gas	Vouchers	Active Cases
Medicaid	22	77	4	291
Dialysis	1	1	0	0
Title III	1	15	0	55
<b>Total</b>	<b>24</b>	<b>93</b>	<b>4</b>	<b>346</b>
<b>Child Protected Services</b>	Reports	Ongoing	Unsubstantiated	Screened out
	N/R	N/R	N/R	0
				N/R
<b>Adult Services (Ongoing)</b>	Active CAP Cases	SA In Home		
	12	4		
<b>Crisis Intervention</b>	Applications Taken	Approved	Denied	
	26	26	0	
<b>Medication Assistance</b>	Applications Taken		Denied	
	0		0	
<b>Daycare Services</b>	In County	Ocracoke	out of county	
Cases	2	0	1	
Children	4	0	2	

<p>Reviews/Redetermination processed monthly</p> <p>Cap cases have daily, weekly and monthly contacts</p> <p>Reviews done every six months</p>
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Hyde County DSS Programs  
Month of January 2018

	Requested	Approved	Denied	Assistance from other Sources
Fishing License	0	0	0	
Christmas Cheer				
LIEAP				

Reviews/Redetermination processed monthly  
Cap cases have daily, weekly and monthly contacts  
Reviews done every six months

**HYDE COUNTY  
CHILD SUPPORT UNIT  
FY 2017-2018 STATISTICAL  
REPORT**

	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	YTD Totals
total caseload	174	175	175	176	176	176	180						1232
<b>ESTABLISHMENT</b>													
paternity tests performed	0	2	0	0	3	0	0						5
<b>ENFORCEMENT</b>													
income withholding collections	\$ 14,410.92	\$ 13,704.27	\$ 13,019.49	\$ 14,965.04	\$ 13,666	\$ 13,010	\$ 12,238						\$95,014
interstate collections	\$ 820.91	\$ 1,730.47	\$ 1,189.93	\$ 1,916.83	\$ 2,114	\$ 1,122	\$ 1,972						\$10,866
court collections	\$ 1,423.00	\$ 800.00	\$ 1,223.00	\$ 425.00	\$ 20,379	\$ 1,855	\$ 0						\$26,105
tax intercept collections	\$ 492.93	\$ 1,116.80	\$ 3,582.07	\$ -	\$ 1,119	\$ 0	\$ 0						\$6,311
unemployment insurance collections	\$ -	\$ -	\$ 38.72	\$ 87.00	\$ 66	\$ 0	\$ 0						\$192
incentive collections*	\$ 14.65	\$ 12.39	\$ 30.63	\$ 36.80	\$ 20	\$ 0	\$ 0						\$114
IV-E foster care collections	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0						\$0
total collections	\$ 20,662.28	\$ 25,263.00	\$ 21,829.03	\$ 19,646.39	\$ 40,684	\$ 21,622	\$ 16,945						\$166,652
customers serviced while in the local office	3	0	0	0	0	0	0						3.00

\*incentives consist of : TANF Share, IV-E Share, SFHF Share, Incentive, Settlement funds, Tax Intercept Fees, Paternity Test Fees, and Legal Fees



# MATTAMUSKEET SENIOR CENTER

## Manager's Monthly Report

### February, 2018

	Swan Quarter	Fairfield	Engelhard	Matt. Village	Ocracke	TOTAL
Participants on Meals-On-Wheels	7	3	9	1	7	27
Total Meals-on-Wheels Served	521					
Congregate Meals Served	209					
Participants served for Congregate	18					
Attendance to center for activities, (crafts, exercise, meals, meetings, etc.)	289					

# **Supplemental Information**

Board of Commissioners  
Mark Mansfield, Chair  
Robin Comer, Vice-Chair  
Bob Cavanaugh  
Jimmy Farrington  
Jonathan Robinson  
Bill Smith  
Ed Wheatly



County Manager  
Tommy R. Burns

Clerk to the Board  
Rachel B. Hammer

## RESOLUTION

### OPPOSING ANY CHANGE IN THE DEFINITION OF A COMMERCIAL FISHING OPERATION

**WHEREAS**, commercial fishing is a vital part of North Carolina's history, heritage and culture and represents a crucial component of the economy of Carteret County and other coastal communities; and

**WHEREAS**, according to the North Carolina Division of Marine Fisheries, the sales impact of the harvesting and sale of commercial seafood is \$388,325,000.00 and the income impact of employed commercial fishermen is \$166,066,000.00; and

**WHEREAS**, the right to choose and pursue a means of livelihood is a property right and a personal liberty guaranteed by Article I, Section 1 of the Constitution of North Carolina; and

**WHEREAS**, the definition of what constitutes commercial fishing and who may engage in a commercial fishing operation has been established by the General Assembly in the General Statutes of North Carolina, Sections 113-168, 113-168.1, 113-168.2, 113-168.3 and 113-169.2; and

**WHEREAS**, the North Carolina Marine Fisheries Commission (MFC) is now undertaking an action to consider changes in the definition of a commercial fisherman; and

**WHEREAS**, among the items that the MFC proposes to consider is a requirement that those holding Commercial Fishing licenses must have 50 percent of their earned income from the Trip Ticket Program, generate 36 Trip Tickets per year, and require those who do not have Trip Tickets to show proof of \$10,000.00 or more income per year; and

**WHEREAS**, no other professional license issued by the State dictates a percentage of income or minimum income requirement or level of participation in order to qualify; and

**WHEREAS**, no other job, occupation or employment pursued as a means of livelihood in this State requires a percentage of income or minimum income requirement or level of participation in order to pursue that job, occupation or employment; and

**WHEREAS**, the requirements that are being considered by MFC, or any other adverse change they may propose to the definition of Commercial Fishing, would have a harmful effect on many of the hard working North Carolinians who now engage in commercial fishing and already suffer because of government overregulation that imposes sever quotas and unnecessary restrictions on fishing seasons, limits and gear forcing many to take on additional jobs and engage in part-time businesses in order to responsibly support their families; and

**WHEREAS**, this latest attempt to redefine commercial fishing is not the first time that the Marine Fisheries Commission has looked at this matter; and

**WHEREAS**, over seven years ago, in October of 2010, the Marine Fisheries Commission empaneled a Fishing License Review Taskforce, which examined in detail the requirements for holding a commercial fishing license and concluded that the definition contained in the General Statutes was adequate and therefore there was no real need to modify the definition of what constitutes a commercial fisherman; and

**WHEREAS**, furthermore, the Final Report from the Fishing License Review Taskforce clearly stated its recommendation that "no changes are needed to the existing definition."

**WHEREAS**, any action of the Marine Fisheries Commission to consider changes in the definition of commercial fisherman would not have a rational, real or substantial relation to the public health, morals, order, or safety or the general welfare of society and would interfere with an individual's inalienable right to the fruits of one's labor in violation of the Constitution of the State of North Carolina.

**NOW THEREFORE BE IT RESOLVED** that the Carteret County Board of Commissioners supports the definition of commercial fishing that has been determined by the duly elected members of the North Carolina General Assembly and reflected in the North Carolina General Statutes.

**AND BE IT FURTHER RESOLVED** that the Carteret County Board of Commissioners strongly opposes the unnecessary effort that is now underway by the Marine Fisheries Commission to reexamine the definition of commercial fishing, and urges all coastal communities to adopt similar resolutions, and encourages all residents to vigorously voice their concerns about the latest attempt by the Marine Fisheries Commission to once again redefine commercial fishing.

**ADOPTED**, this the 7<sup>th</sup> day of February 2018.

*Mark Mansfield*

Mark Mansfield  
Chairman

*Rachel Hammer*

Rachel Hammer  
Clerk to the Board of Commissioners







**RESOLUTION**  
**OPPOSING ANY CHANGE**  
**IN THE DEFINITION OF A COMMERCIAL FISHING OPERATION**

**WHEREAS**, commercial fishing is a vital part of North Carolina's history, heritage, and culture and represents a crucial component of the economy for Craven County and other coastal communities; and

**WHEREAS**, according to the NC Division of Marine Fisheries, the sales impact of the harvesting and sale of commercial seafood is \$388,325,000 and the income impact of employed commercial fishermen is \$166,066,000; and

**WHEREAS**, the definition of what constitutes commercial fishing in North Carolina has been determined by the General Assembly and has long been established in section 113-168 of North Carolina's General Statutes; and

**WHEREAS**, the North Carolina Marine Fisheries Commission (MFC) is now undertaking an action to consider changes in the definition of a commercial fisherman; and

**WHEREAS**, among the items that the MFC proposes to consider is a requirement that those holding Commercial Fishing licenses must have 50 percent of their earned income from the Trip Ticket Program, generate 36 Trip Tickets per year, and require those who do not have Trip Tickets to show proof of \$10,000 or more income per year; and

**WHEREAS**, no other professional license issued by the State dictates a percentage of income or minimum income requirement or level of participation in order to qualify; and

**WHEREAS**, the requirements that are being considered by MFC, or any other adverse change they may propose to the definition of Commercial Fishing; would have a harmful effect on many of the hard working North Carolinians who now engage in commercial fishing and already suffer because of government overregulation that imposes severe quotas and unnecessary restrictions on fishing seasons, limits, and gear forcing many to take on additional jobs and engage in part-time businesses in order to responsibly support their families; and

**WHEREAS**, this latest attempt to redefine commercial fishing is not the first time that the Marine Fisheries Commission has looked at this matter; and

**WHEREAS**, over seven years ago, in October of 2010, the Marine Fisheries Commission empaneled a Fishing License Review Taskforce, which examined in detail the requirements for holding a commercial fishing license and concluded that the definition contained in the General Statutes was adequate and therefore there was no real need to modify the definition of what constitutes a commercial fisherman; and

**WHEREAS**, furthermore, the Final Report from the Fishing License Review Taskforce clearly stated its recommendation that "no changes are needed to the existing definition."





**NOW THEREFORE BE IT RESOLVED** that the Craven County Board of Commissioners supports the definition of commercial fishing that has been determined by the duly elected members of the North Carolina General Assembly and reflected in the North Carolina General Statutes.

**AND BE IT FURTHER RESOLVED** that the Craven County Board of Commissioners strongly opposes the unnecessary effort that is now underway by the Marine Fisheries Commission to reexamine the definition of commercial fishing, and urges all coastal communities to adopt similar resolutions, and encourages all residents to vigorously voice their concerns about the latest attempt by the Marine Fisheries Commission to once again redefine commercial fishing.

Adopted this the 5<sup>th</sup> day of February, 2018.

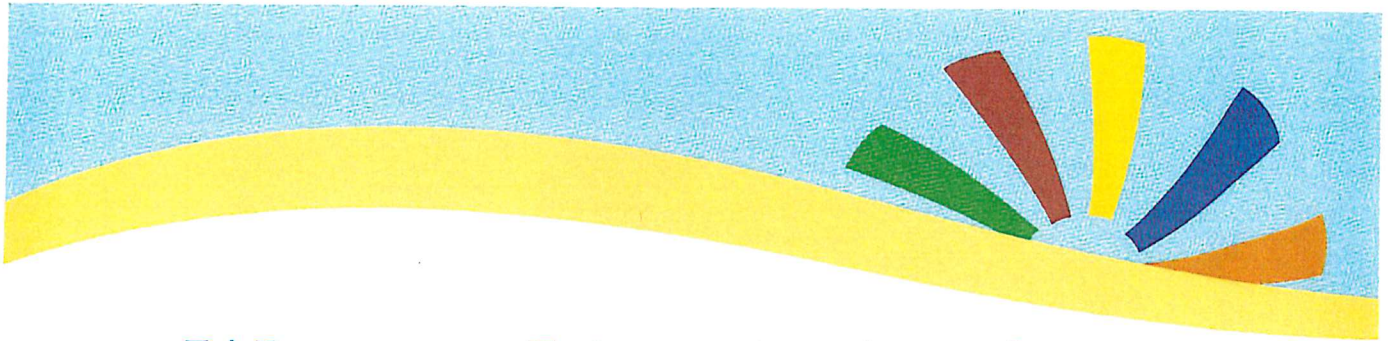
A handwritten signature in cursive script, reading "Thomas F. Mark".

Thomas F. Mark, Chairman

ATTEST:

A handwritten signature in cursive script, reading "Gwendolyn M. Bryan".

Gwendolyn M. Bryan, Clerk to the Board



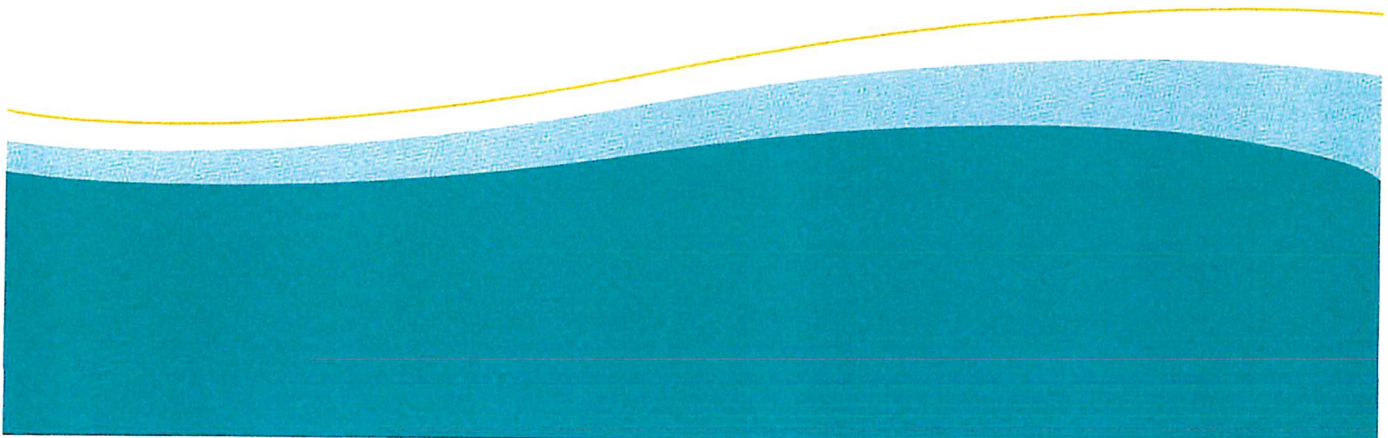
# Want to Live & Work in Ocracoke?



Local employers will host a Job Fair on Ocracoke Island, Saturday, March 3 from 2:00 to 4:30 pm at the Ocracoke Community Center, 999 Irvin Garrish Hwy, Ocracoke, NC .

Various employers including, but not limited to food service and lodging accommodations will be available to discuss job opportunities. Housing may be available in some circumstances. Interested individuals can register by calling Rosemary Johnson at 252-926-4178 or email at [rjohnson@hydecountync.gov](mailto:rjohnson@hydecountync.gov).

Transportation may be available. Indicate your need for transportation when registering. Need a step up when competing for job opportunities? Contact Phillip Holloway, Career Advisor with Northeast Workforce Development, and ask about receiving your Career Readiness Certificate. Phillip can be reached at 252-312-6859 or [pholloway@accog.org](mailto:pholloway@accog.org).







**A RESOLUTION  
EXPRESSING THE DARE COUNTY BOARD OF COMMISSIONERS'  
CONTINUED OPPOSITION TO OFFSHORE DRILLING AND SEISMIC TESTING**

**WHEREAS**, the Dare County Board of Commissioners has had a long standing objection to offshore drilling for gas or oil, including exploratory drilling and seismic testing; and

**WHEREAS**, in resolutions dated April 6, 2015, December 5, 2005, May 19, 2003, and February 2, 1998; the Dare County Board of Commissioners has consistently expressed its steadfast and unwavering opposition to any offshore drilling or testing; and

**WHEREAS**, since then no evidence has been uncovered to demonstrate any benefits to Dare County or to the surrounding region, and it has not been proven that offshore drilling and testing can safely be done without risking harm to the environment, the North Carolina coastline, our property, our businesses, our livelihood, or our quality of life; and

**WHEREAS**, the potential damage to North Carolina's beaches and coastline should a spill occur would be devastating to our natural resources and irrevocably harm Dare County's tourism based economy; and

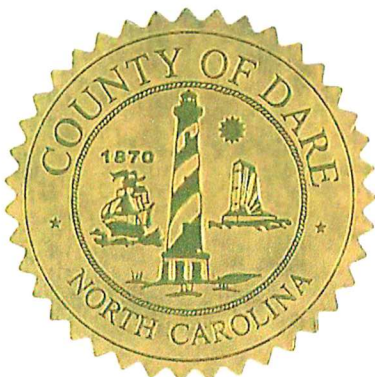
**WHEREAS**, it is vital that local and state officials throughout North Carolina and its neighboring states take a unified stand in opposition to offshore drilling because a mishap in one jurisdiction could negatively impact the coastal environment and economy of adjacent areas; and

**WHEREAS**, other coastal communities and their neighbors have suffered dreadful consequences as the result of offshore energy exploration including the Prince William Sound, victimized by the Exxon Valdez, and countless Gulf Coast communities harmed by the Deepwater Horizon Oil Spill; and

**WHEREAS**, the documented dangers that are associated with offshore drilling and testing would needlessly put our environment, coastline, beaches, fishing, and tourism industry at risk and threaten our way of life in Dare County, North Carolina; and

**WHEREAS**, the risks associated with offshore drilling and testing were fervently conveyed by Dare County Chairman Robert Woodard and other elected officials and stakeholders during a February 3, 2018 meeting with North Carolina Governor Roy Cooper and U.S. Department of Interior Secretary Ryan Zinke.

**NOW, THEREFORE, BE IT RESOLVED**, that the Dare County Board of Commissioners renews its staunch opposition to offshore drilling, including exploratory drilling and seismic testing, and urges North Carolina, our neighboring states, and all federal agencies to take no action that would put our coastline at risk. This the 5<sup>th</sup> day of February, 2018.



Robert Woodard, Chairman

Attest:

Gary Lee Gross, Clerk to the Board

STATE OF NORTH CAROLINA  
COUNTY OF ONSLOW

RESOLUTION 18-002  
TO ENCOURAGE LEGISLATION TO ALLOW FOR LOCAL TAX PAYMENT  
DEADLINES TO BE EXTENDED IN THE EVENT OF *FORCE MAJEURE* CLOSURES  
OF COUNTY TAX OFFICES

**Whereas**, North Carolina General Statute § 105-395.1 moves taxpayer deadlines to the next business day only when said deadline “falls on a Saturday, Sunday, or holiday[;]” and

**Whereas**, North Carolina General Statute §§ 105-380 and -381 explicitly prohibit the waiving of any interest due on late tax payments; and,

**Whereas**, when read together, the foregoing statutory provisions deny taxpayers any relief from penalty interest for late payments when the making of timely, last minute payments is rendered impossible due to *force majeure* closures of county tax offices. To wit: if a local tax office is closed on the day of a taxpayer deadline, and said closure is due to inclement weather, fire damage, a declared state of emergency, a terrorist act, or for any other reason except for the two delineated in North Carolina General Statute § 105-395.1, then said deadline is not extended, and last minute taxpayers are penalized; and,

**Whereas**, in relation to 2017 tax payments, 5 January 2018 was the last day that Onslow County taxpayers could timely pay their due and owing *ad valorem* taxes without incurring an interest penalty. However, on both 4 and 5 January 2018, the Onslow County Tax Office was closed for business due to inclement weather, and, thus, last minute taxpayers, who otherwise could have made timely payments, were forced to make late payments on 8 January 2018 (which was the next day that the tax office was open for business). Under a legal, technical reading of the aforesaid statutory law, these aforesaid, unfortunate taxpayers are responsible for an un-waivable interest penalty due to missing said deadline through no fault of their own; and,

**Whereas**, the proper application of the aforesaid statutes has worked an injustice on said last minute Onslow County taxpayers; and,

**Whereas**, going forward, a proper and technical application of the aforesaid statutory scheme will continue to improperly, unfairly, and unjustly penalize last minute taxpayers across the State on each and every future occasion when their county tax offices are closed on a deadline day for any reason other than said deadline day falls on a weekend or a holiday.

**Now, therefore, be it resolved**, that the Onslow County Board of Commissioners hereby respectfully urges the General Assembly to pass legislation in the 2018 Legislative Session that amends North Carolina General Statute § 105-395.1 to extend taxpayer deadlines to the next business day whenever said deadlines fall on days where *force majeure* closures of county tax offices render timely payment impossible, or, alternatively, which amends North Carolina General Statutes §§ 105-380 and -381 to allow for the waiver of any interest, or other penalty, unjustly accrued by last minute taxpayers as a result of *force majeure* closures of county tax offices.

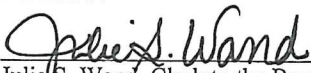
Adopted this 5 day of February, 2018.

ONSLOW COUNTY

BOARD OF COMMISSIONERS

  
\_\_\_\_\_  
Jack Bright, Chairman

ATTEST:

  
\_\_\_\_\_  
Julie S. Wand, Clerk to the Board



Board of Commissioners

Mark Mansfield, Chair  
Robin Comer, Vice-Chair  
Bob Cavanaugh  
Jimmy Farrington  
Jonathan Robinson  
Bill Smith  
Ed Wheatly



County Manager  
Tommy R. Burns

Clerk to the Board  
Rachel B. Hammer

February 21, 2018

The Honorable Governor Roy Cooper  
Office of the Governor  
20301 Mail Service Center  
Raleigh, NC 27699-0301

Dear Governor Cooper:

The Carteret County Board of Commissioners, while sitting in regular session on Monday, February 19, 2018, adopted the enclosed Resolution in support of the Wildwood community.

On behalf of the Board of Commissioners, we would greatly appreciate your support.

Sincerely,

Rachel B. Hammer  
Clerk to the Board

/rbh  
Enclosure

copy: James Trogdon III, NC Transportation Secretary  
Senator Norman W. Sanderson  
Representative Pat McElraft  
Representative Walter Jones, Jr.



**Board of Commissioners**

Mark Mansfield, Chair  
Robin Comer, Vice-Chair  
Bob Cavanaugh  
Jimmy Farrington  
Jonathan Robinson  
Bill Smith  
Ed Wheatly



**County Manager**  
Tommy R. Burns

**Clerk to the Board**  
Rachel B. Hammer

**RESOLUTION  
IN SUPPORT OF THE WILDWOOD COMMUNITY**

**WHEREAS**, the Wildwood Community has a rich history with the first settlers establishing homesteads in the 1760s, and;

**WHEREAS**, the Wildwood Community has important natural and environmental resources and encompasses a major hardwood wetland that empties into Newport River that is an important nursery area for fish and shellfish, and;

**WHEREAS**, the Wildwood Community has a unique ethnic and racial heritage, encompasses a diverse economic mix of families, and;

**WHEREAS**, the Wildwood Presbyterian Church, founded in 1894, has been and continues to be the heart and soul of the Wildwood Community, and is entrusted with the perpetual care of a historic cemetery, and;

**WHEREAS**, the Wildwood Community has over 1,000 supporters who wish to preserve and protect the Wildwood Community, and;

**WHEREAS**, the Wildwood Community has attended numerous meetings regarding the proposed Bridges Street Extension and has shown united and unwavering opposition to the road coming into Wildwood, and;

**WHEREAS**, the Wildwood Community held a meeting and voted unanimously to support the Old Murdoch Road option that the North Carolina Department of Transportation suggested as one of its proposed routes, and;

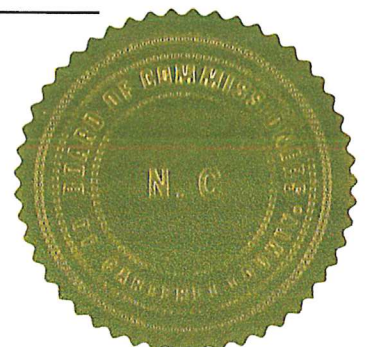
**WHEREAS**, the Old Murdoch Road option is the least damaging option to the community, the environment, and the least costly option to the taxpayers; and

**NOW, THEREFORE, BE IT RESOLVED** that the Carteret County Board of Commissioners supports the Wildwood Community and urges the North Carolina Department of Transportation to select the Old Murdoch Road option as the preferred route.

**ADOPTED**, this the 19<sup>th</sup> day of February 2018.

  
Rachel Hammer  
Clerk to the Board of Commissioners

  
Mark Mansfield  
Chairman



Board of Commissioners  
Mark Mansfield, Chair  
Robin Comer, Vice-Chair  
Bob Cavanaugh  
Jimmy Farrington  
Jonathan Robinson  
Bill Smith  
Ed Wheatly



County Manager  
Tommy R. Burns

Clerk to the Board  
Rachel B. Hammer

**RESOLUTION**  
**IN SUPPORT OF COMPLETION OF HIGHWAY 70 NORTH RIVER BRIDGE**  
**IN CARTERET COUNTY**

**WHEREAS**, the existing Highway 70 North River Bridge in Carteret County was built in 1959; and

**WHEREAS**, it was reported in April of 2010 that the work on the bridge was originally scheduled to begin in late 2014, but North Carolina Department of Transportation engineers told the County Transportation Committee in September of 2009 that the rapid decay due to the harsh marine environment had become "critical" and the work needed to begin sooner; and

**WHEREAS**, temporary repairs of the bridge were completed in June of 2011; and

**WHEREAS**, in the Federal Aid Project Report executed in September of 2012, it is noted that Bridge Number 33 on U.S. 70 over North River is classified as a principal arterial in the Statewide Functional Classification system and is a National Highway System Route; and

**WHEREAS**, the report notes an estimated traffic volume of 10,000 vehicles per day, which included one percent truck-tractor semi-trailer and three percent dual-tired vehicles; and

**WHEREAS**, the report noted that the bridge had a sufficiency rating of 8 out of a possible 100 for a new structure; that the bridge was considered structurally deficient due to a substructure rating of 3 out of 9 and a structural evaluation of 2 out of 9 according to the Federal Highway Administration ("FHWA") standards and was therefore eligible for the FHWA's Highway Bridge Program; and

**WHEREAS**, a contract with Carolina Bridge Company was executed on May 18, 2015, for the building of a new bridge; and

**WHEREAS**, almost three years following the execution of the contract for a new bridge, the work is still uncompleted; and in fact, it often appears that work on the bridge comes to a standstill for very long periods of time; and

**WHEREAS**, it does not appear that there has been any urgency on the part of Carolina Bridge Company to complete the bridge; and

**NOW THEREFORE BE IT RESOLVED** that the Carteret County Board of Commissioners urges the North Carolina Department of Transportation to look into this issue and work with Carolina Bridge Company to bring this project to completion.

**ADOPTED**, this the 19<sup>th</sup> day of February 2018.

*Mark Mansfield*

Mark Mansfield  
Chairman

*Rachel Hammer*

Rachel Hammer  
Clerk to the Board of Commissioners





Board of Commissioners  
Mark Mansfield, Chair  
Robin Comer, Vice-Chair  
Bob Cavanaugh  
Jimmy Farrington  
Jonathan Robinson  
Bill Smith  
Ed Wheatly



County Manager  
Tommy R. Burns

Clerk to the Board  
Rachel B. Hammer

## **RESOLUTION REQUESTING THE NORTH CAROLINA GENERAL ASSEMBLY TO EXPAND THE SCOPE AND FUNDING FOR THE ROADSIDE CLEAN-UP PROGRAM**

**WHEREAS**, Carteret County is a one of the most pristine and environmentally sensitive Counties in the State; and

**WHEREAS**, roadside litter takes away from the natural beauty of the County and is a detriment to our sensitive human and natural environment; and

**WHEREAS**, this past winter, the roadways in the County have become more littered with trash and debris than any time in recent memory; and

**WHEREAS**, the Department of Transportation is tasked with roadside cleanup, and operated this program successfully for a number of years through a contract with the Department of Corrections; and

**WHEREAS**, the Department of Transportation now uses a private contractor to remove roadside debris along some primary routes; and

**WHEREAS**, the Commissioners and the citizens of Carteret County are deeply concerned that roadside litter will continue to grow worse if decisive action is not taken;

**NOW THEREFORE BE IT RESOLVED**, that the Carteret County Commissioners hereby requests that the General Assembly expand both the funding and scope to include all primary routes and larger secondary routes to clean up roadside litter with all haste.

**ADOPTED**, this the 19<sup>th</sup> day of February 2018.

  
\_\_\_\_\_  
Mark Mansfield  
Chairman

  
\_\_\_\_\_  
Clerk, Carteret County Board of Commissioners





## **ORANGE COUNTY BOARD OF COMMISSIONERS**

### **RESOLUTION IN OPPOSITION TO OFFSHORE EXPLORATION, DRILLING ACTIVITIES AND SEISMIC BLAST ACTIVITIES OFF THE COAST OF NORTH CAROLINA**

**WHEREAS**, Orange County is committed to being a sound steward of the environment; and

**WHEREAS**, Orange County stands with coastal municipalities in their pursuit of prudent shoreline protection and preservation; and

**WHEREAS**, seismic air guns firing intense blasts of compressed air are among the loudest human-made sounds in the ocean; and

**WHEREAS**, these seismic blasts can occur as frequently as every ten seconds, for days to weeks at a time and are loud enough to harm marine and aquatic life; and

**WHEREAS**, the full impacts of seismic blasting and offshore drilling in the Atlantic are not yet fully understood by scientists, the oil and gas industry, the Bureau of Ocean Energy Management, or the Federal Government; and

**WHEREAS**, exploratory and commercial drilling, extraction, and the transportation of offshore oil and gas resources poses significant economic and environmental risks; and

**WHEREAS**, offshore drilling activities pose specific threats for the offshore marine ecosystems and coastal and river wetlands which are of intrinsic ecological value for numerous migratory bird species, serve as essential nursery habitats for our recreational and commercially important fisheries, and act as natural buffers from storm surge and hurricanes; and

**WHEREAS**, commercial and recreational fishing are critical economic and quality of life drivers; and

**WHEREAS**, tourism is the economic backbone of the North Carolina coast; and

**WHEREAS**, one oil spill could devastate the economy, environment and social fabric, as demonstrated by the Deepwater Horizon oil spill in the Gulf of Mexico in 2010; and

**WHEREAS**, a waiver has already been granted to the State of Florida based on the multiple concerns raised and in the interest of coastal tourism;

**NOW, THEREFORE, BE IT RESOLVED THAT** the Board of Orange County Commissioners is opposed to offshore oil and gas exploration, offshore drilling

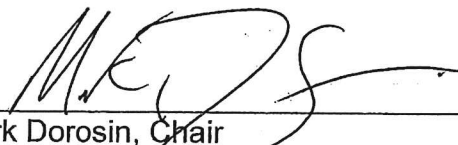
activities and seismic blast activities on the continental shelf or elsewhere off the coast of North Carolina; and

**BE IT FURTHER RESOLVED THAT** the Board of Orange County Commissioners stands in solidarity with North Carolina coastal communities which may be affected by the onshore infrastructure supporting offshore exploration and drilling and may suffer adverse long-term social, economic and environmental impacts from offshore exploration and production of petroleum resources on the continental shelf off the coast of North Carolina; and

**BE IT FURTHER RESOLVED THAT** the Board of Orange County Commissioners calls upon all North Carolina municipal and county governing bodies to continue to oppose off shore drilling and continues to urge the Triangle J Council of Governments, the NC Association of County Commissioners and the NC League of Municipalities to join in this effort; and

**BE IT FURTHER RESOLVED THAT** the Board of Orange County Commissioners urges Governor Roy Cooper and the entire North Carolina General Assembly to oppose offshore petroleum production policies that risk the health, safety and sound environmental stewardship of North Carolina's coastline, whose natural beauty attracts a proven tourism-driven economy.

**ADOPTED** this the 20<sup>th</sup> day of February 2018.

  
\_\_\_\_\_  
Mark Dorosin, Chair  
Orange County Board of Commissioners

# Community Advisory Committee Quarterly/Annual Visitation Report

County <u>Hyde</u>	Facility Type - <input type="checkbox"/> Family Care Home <input type="checkbox"/> Adult Care Home <input checked="" type="checkbox"/> Nursing Home <input type="checkbox"/> Combination Home	Facility Name <u>Cross Creek HealthCare</u>
Visit Date <u>12.17.2017</u>	Time Spent in Facility <u>1 hr 20 min</u>	Arrival Time <u>11:30</u> <input checked="" type="checkbox"/> am <input type="checkbox"/> pm <u>11:50</u>
Name of Person Exit Interview was held with <u>Loren Metcalf</u>		Interview was held <input checked="" type="checkbox"/> In-Person <input type="checkbox"/> Phone
<input checked="" type="checkbox"/> Admn. <input type="checkbox"/> SIC (Supervisor In Charge) <input type="checkbox"/> Other Staff Rep		(Name & Title)
Committee Members Present: <u>Linda Flowers, Frances Hume, Karen Medina, Jim M. Moseley + Helen Croft</u>		Report Completed by: <u>Loren Metcalf</u>
Number of Residents who received personal visits from committee members: <u>15</u>		
Resident Rights Information is clearly visible. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Ombudsman contact information is correct and clearly posted. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
The most recent survey was readily accessible. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (Required for Nursing Homes Only)		Staffing information is posted. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Resident Profile	Comments & Other Observations
<ol style="list-style-type: none"> <li>1. Do the residents appear neat, clean and odor free? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>2. Did residents say they receive assistance with personal care activities, Ex. brushing their teeth, combing their hair, inserting dentures or cleaning their eyeglasses? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>3. Did you see or hear residents being encouraged to participate in their care by staff members? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>4. Were residents interacting w/ staff, other residents &amp; visitors? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>5. Did staff respond to or interact with residents who had difficulty communicating or making their needs known verbally? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>6. Did you observe restraints in use? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</li> <li>7. If so, did you ask staff about the facility's restraint policies? <input type="checkbox"/> Yes <input type="checkbox"/> No</li> </ol>	

Resident Living Accommodations	Comments & Other Observations
<ol style="list-style-type: none"> <li>8. Did residents describe their living environment as homelike? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>9. Did you notice unpleasant odors in commonly used areas? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</li> <li>10. Did you see items that could cause harm or be hazardous? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</li> <li>11. Did residents feel their living areas were too noisy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</li> <li>12. Does the facility accommodate smokers? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>12a. Where? <input checked="" type="checkbox"/> Outside only <input type="checkbox"/> Inside only <input type="checkbox"/> Both Inside &amp; Outside.</li> <li>13. Were residents able to reach their call bells with ease? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>14. Did staff answer call bells in a timely &amp; courteous manner? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>14a. If no, did you share this with the administrative staff? <input type="checkbox"/> Yes <input type="checkbox"/> No</li> </ol>	<p><i>Some call bells were not easy to reach (3) but were taken care of</i></p>

Resident Services	Comments & Other Observations
<ol style="list-style-type: none"> <li>15. Were residents asked their preferences or opinions about the activities planned for them at the facility? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>16. Do residents have the opportunity to purchase personal items of their choice using their monthly needs funds? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>16a. Can residents access their monthly needs funds at their convenience? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>17. Are residents asked their preferences about meal &amp; snack choices? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>17a. Are they given a choice about where they prefer to dine? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>18. Do residents have privacy in making and receiving phone calls? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>19. Is there evidence of community involvement from other civic, volunteer or religious groups? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>20. Does the facility have a Resident's Council? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Family Council? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</li> </ol>	<p><i>several attendants Participated in activities</i></p>

Areas of Concern	Exit Summary
<p>Are there resident issues or topics that need follow-up or review at a later time or during the next visit?</p>	<p>Discuss items from "Areas of Concern" Section as well as any changes observed during the visit.</p>



Board of Commissioners

Mark Mansfield, Chair  
Robin Comer, Vice-Chair  
Bob Cavanaugh  
Jimmy Farrington  
Jonathan Robinson  
Bill Smith  
Ed Wheatly



County Manager  
Tommy R. Burns

Clerk to the Board  
Rachel B. Hammer

**RESOLUTION  
K-3 CLASS SIZE REDUCTION IMPLEMENTATION  
CARTERET COUNTY COMMISSIONERS**

**WHEREAS**, pursuant to S.L. 2017-9, local school districts in 2018-19 are required to set class size averages in grades K-3 that equal the State classroom teacher funding ratios and will have to meet more restrictive individual class size maximums across those grade levels; and

**WHEREAS**, an immediate reduction in the K-3 class size maximum will worsen an already very difficult environment for LEAs in finding licensed and qualified teachers to fill classrooms, most likely leading to more classrooms taught by long-term substitutes or lateral-entry teachers, who do not have the pedagogy and classroom management training necessary; and

**WHEREAS**, equalizing the average and funded K-3 class size ratios will result in the loss of flexibility to generate State funding for teaching positions in program enhancement courses like art, music, physical education; and

**WHEREAS**, in Section 2.1 of S.L. 2017-197, the General Assembly declared its intent to create a new funding stream for program enhancement teachers starting in 2018-19; and

**WHEREAS**, separate, additional funding allotments for program enhancement teachers like art, music, and physical education are essential to provide each student in North Carolina a sound and basic education, and

**WHEREAS**, even when this funding is provided, there are still classroom space and staffing challenges in implementing the new K-3 class size requirements which are outlined below; and

**WHEREAS**, Carteret Public Schools estimates that in order to comply, Carteret Public Schools would hire 11-15 additional teachers for 2018-19; and

**WHEREAS**, Carteret does not have capital funding to build new classrooms or purchase additional modular classrooms and a new modular unit requires approximately one year to bring online; and

**WHEREAS**, Carteret lacks space to implement the class size reductions and has already converted art and music rooms into traditional classrooms and has those teachers travel from room to room with a cart to deliver program enhancement classes in traditional classrooms; but this doesn't work well with unique aspects of art and music education; and

**WHEREAS**, art classes use messy supplies such as paint and clay while music classes generate loud sounds that, without adequate sound proof walls, will travel to neighboring classrooms and disrupt learning in those classes; and



**WHEREAS**, districts that lack space to implement the class size reductions may need to also convert gymnasiums into traditional classrooms, which would mean that physical education courses are held outdoors with no alternative for days with adverse weather conditions; and

**WHEREAS**, County Commissioners and Local Boards of Education are already working together to budget and plan for the 2018-19 academic year and this issue requires immediate attention by the NCGA.

**NOW, THEREFORE, BE IT RESOLVED** that the Carteret County Board of Commissioners respectfully request that the General Assembly fully fund small classes and slow implementation of the K-3 class size reductions outlined in S.L. 2017-9 through a multi-year phase-in that allows time for the legislature and school districts to address the challenges delineated above, and

**BE IT FURTHER RESOLVED** that the NCGA provide full funding for all enhancement teachers, and

**BE IT ALSO RESOLVED** that the NCGA approve HB 866: Public School Building Bond Act of 2017, so that districts across North Carolina are better able to meet their school facility needs associated with class size reduction and growth.

**ADOPTED**, this the 19<sup>th</sup> day of February 2018.

*Mark Mansfield*

Mark Mansfield  
Chairman

*Rachel Wanner*

Clerk, Carteret County Board of Commissioners



# ***North Carolina County Commissioners White House Conference***

**March 14th, 2018**

**1:00 p.m. – 4:00 p.m.**

For an upcoming event to develop a working relationship between the White House and the County Commissioners of North Carolina. We look forward to hosting you soon.

***If you are able to attend, please submit your information in the secure form below by **5:00 PM on Thursday, March 8th**. This invitation is intended only for the original participant and non-transferrable unless discussed with the WH Office of Intergovernmental Affairs.***

## **Conference Registration**

**Link:** <https://events.whitehouse.gov/?rid=JRHT9C88QR>

More details forthcoming, including arrival instructions, from Adelaide Miller at [adelaide.e.miller@who.eop.gov](mailto:adelaide.e.miller@who.eop.gov). Event updates will be sent to the email address that you register with in the “Conference Registration Link.”

Sincerely,

Billy Kirkland

Special Assistant to the President & Deputy Director of White House  
Intergovernmental Affairs

You currently are subscribed to **countyclerks**.

To unsubscribe send email to [listserv@unc.edu](mailto:listserv@unc.edu) with the

Subject Line: **unsubscribe countyclerks**.

Other inquiries on list issues can be sent to [listmgr@sog.unc.edu](mailto:listmgr@sog.unc.edu).

## HYDE COUNTY AIRPORT

### WORK AUTHORIZATION FOR PROFESSIONAL SERVICES

Work Authorization 2702-1701  
Runway 11-29 Pavement Rehabilitation  
PAPI System Rehabilitation  
December 27, 2017  
TBI Project 2702-1701

It is agreed to undertake the following work in accordance with the provisions of our Contract for Professional Services.

---

#### Description of Work Authorized

The Engineer shall provide professional services for the Design Services for the Runway 11-29 Pavement Rehabilitation project and Design and Bidding Services for the PAPI Rehabilitation project to be performed at the Hyde County Airport. The project and scope of professional services for each project will generally be as described below, and in the attached Work Hour Estimate.

#### RUNWAY 11-29 PAVEMENT REHABILITATION

Runway 11-29 at Hyde County Airport was originally constructed in 1977. The runway has had two crack sealing projects (1998 and 2004) completed, and a slurry seal applied in 2007. There have been no overlay projects on the runway. The Hyde County Airport was built in an area with poor subsurface conditions and has performed well over the past 40 years. However, during this time numerous small areas of settlement have occurred and the runway surface shall have to be analyzed in detail to ensure proper finished cross sections and surface drainage. Leveling and/or milling are likely to be needed to meet Advisory Circular criteria.

Final construction bid documents will include safety and phasing plans, existing conditions plans, paving and grading plans, erosion control plans, pavement marking plans and other necessary plans. Bid documents will also include project specifications based on the FAA Standards for Specifying Construction of Airports, FAA AC 150/5370-10F. Construction phasing will be developed to minimize inconvenience to airport users and tenants during construction.

In support of the design of the runway rehabilitation project, a Topographic Survey and Geotechnical Investigation are needed and will be performed by subconsultants. The geotechnical work will include pavement coring and a subsurface investigation to allow the existing pavement section to be verified and to determine recommended subgrade strength and conditions. Pavement design using FAARFIELD will be completed to determine the proposed overlay thickness. The pavement rehabilitation shall also be completed in accordance with applicable FAA design requirements and recommendations as required in AC 150/5320-6F.



The Project Formulation phase of this project includes development of work scope and work authorization for the project, Subconsultant work scopes and subcontracts, coordination of an Independent Fee Estimate, and necessary coordination with the Owner and NCDOA for project development.

Based on coordination with the NCDOA, it is anticipated that a Simple Written Record will be sufficient for this project as long as the project does not affect previously undisturbed areas. Services include preparation and submission of the Simple Written Record to the NCDOA. In the event that additional environmental documentation or other permitting is necessary, it will be performed as Additional Services.

Services will also include coordination with the NCDOA to obtain DBE/MBE/WBE goals for the project prior to bidding.

Design will be performed in accordance with the following FAA Advisory Circulars and other state/local/federal design standards:

- FAA AC 150/5300-13A      Airport Design
- FAA AC 150/5320-6F      Airport Pavement Design and Evaluation
- FAA AC 150/5370-2G      Operational Safety on Airports During Construction
- FAA AC 150/5370-10G     Standards for Specifying Construction of Airports
- Other Advisory Circulars will be utilized as we determine applicable during the design phase of the project.

The design effort will include coordination, preparation, and submission of a permit application to NCDEQ for Sedimentation and Erosion Control. The project will also include coordination for coastal stormwater permitting. It is expected that we will be able to coordinate a stormwater exemption for this project since it will not result in any increase in impervious area. Any additional permitting services required will be performed as Additional Services.

Services will also include preparation and submittal of the FAA 7460 form for the project. A Construction Safety and Phasing Plan will be prepared and coordinated with the NCDOA and FAA as part of the 7460 review.

Bidding Services for the Runway 11-29 Pavement Rehabilitation project will not be included as part of this work authorization.

Grant Administration Phase Services will be provided including developing a new grant application in Partner Connect, preparing paper copies of necessary grant application paperwork, coordinating grant application with the Hyde County and NCDOA, and grant administration assistance during the design phase to include preparation of reimbursement requests, quarterly reports, RS-2 forms and final design grant closeout documentation. The grant for this project will initially be set up as a 90% Federal / 10% Local with anticipation of conversion to 90% Federal / 10% State after the February 2018 Board of Transportation meeting. For this to occur a grant modification will be packaged, requested, and coordinated.

Work scopes for these services are attached to this work authorization.

Deliverables will include the Simple Written Record Environmental Documentation Submittal



to NCDOA for approval, 60% Design Review Package, 90% Design Submittal and Final Bid Documents to NCDOA and the Airport. The 90% design and final bid package submittals will include Plan Set, Technical Specifications, Engineer's Report, and itemized Opinion of Probable Construction Cost. Upon completion of the project, Engineer will deliver a set of plans and specifications, and other required documents in electronic format to NCDOA. Deliverables will be submitted in accordance with AV-100 checklist (dated 10-30-15).

#### PAPI SYSTEM REHABILITATION

Hyde County Airport has PAPIs installed on each end of Runway 11-29. In the last decade, the PAPI units have required extensive maintenance efforts, including multiple visits by electrical contractors to keep the units working properly. The Hyde County Airport is situated one mile west of Pamlico Sound, a salt water estuary in eastern North Carolina. This corrosive environment has escalated the deterioration of outside electronics and metal structures at the airport and elsewhere. This project will provide a long term solution to the on-going PAPI issues, and reduce maintenance efforts and costs for the Airport.

In support of the PAPI rehabilitation design, an on-site PAPI system evaluation will be completed as a subconsultant task. This evaluation will provide an assessment of the current conditions of the PAPI units, circuit cables, and other pertinent components of the system.

Final construction bid documents will include safety and phasing plans, existing conditions plans, lighting layout and circuit plans, detail plans and other plans necessary. Bid documents will also include project specifications based on the FAA Standards for Specifying Construction of Airports, FAA AC 150/5370-10F. Construction phasing will be developed to minimize inconvenience to airport users and tenants during construction.

Approach surveys for Runway 11 and 29 have not been completed in many years. To ensure/verify proper siting of the new PAPIs, approach surveys will be performed by a subconsultant surveyor.

Services will also include coordination with the NCDOA to obtain DBE/MBE/WBE goals for the project prior to bidding.

Based on coordination with the NCDOA, it is anticipated that a Simple Written Record will be sufficient for this project, as long as the soil disturbances are limited to previously disturbed areas. Services include preparation and submission of the Simple Written Record to the NCDOA and necessary coordination. In the event that additional environmental documentation or other permitting is necessary, it will be performed as Additional Services.

Design will be performed in accordance with the following FAA Advisory Circulars and other state/local/federal design standards:

- FAA AC 150/5300-13A      Airport Design
- FAA AC 150/5340-30H      Design and Installation Details for Airport Visual Aids
- FAA AC 150/5370-2G      Operational Safety on Airports During Construction
- FAA AC 150/5370-10G      Standards for Specifying Construction of Airports

Other Advisory Circulars will be utilized as determined applicable during the design.

Services will also include preparation and submittal of the FAA 7460 for the project. A Construction Safety and Phasing Plan will be prepared and coordinated with the NCDOA and FAA as part of the 7460 review.

Bidding Services will be included as part of this work authorization for the PAPI Rehabilitation project. Tasks will include Attending and Chairing a Pre-Bid meeting, attending one bid opening, and preparation of a Tabulation of Bids and coordination with the Owner and NCDOA.

Grant Administration Phase Services will be provided including developing a new grant application in Partner Connect, preparing paper copies of necessary grant application paperwork, coordinating the grant application with the Hyde County and NCDOA, and grant administration assistance during the design phase to include preparation of reimbursement requests, quarterly reports, RS-2 forms and final design grant closeout documentation. The grant for this project will initially be set up as a 90% Federal / 10% Local with anticipation of conversion to 90% Federal / 10% State after the February 2018 Board of Transportation meeting. For this to occur a grant modification will be packaged, requested, and coordinated.

Deliverables will include the Simple Written Record Environmental Documentation Submittal to NCDOA for approval, 60% Design Review Package, 90% Design Submittal and Final Bid Documents to NCDOA and the Airport. The 90% design and final bid package submittals will include Plan Sheets, Technical Specifications, Engineer's Report and itemized Opinion of Probable Construction Cost. Upon completion of the project, Engineer will deliver a set of plans, specifications, and other required documents in electronic format to NCDOA. Deliverables will be submitted in accordance with AV-100 checklist (dated 10-30-15).

**Time Schedule for Both Projects:**

The Environmental Documentation for both projects shall be completed within 30 days of the written Notice to Proceed. The Plans and Specifications for the Runway 11-29 Pavement Rehabilitation project and the PAPI Rehabilitation project shall be completed within 60 days after completion of the environmental phase and receipt of all subconsultant field efforts. Grant Administration Services shall be provided through completion of the services outlined in this Work Authorization.

**Cost of Services:** The method of payment for the Project Formulation, Grant Administration and Management Services, Design Services, Design and Bidding Services, Permitting, and Grant Assurance and Compliance Services shall be lump sum in accordance with Section V of the Contract. The method of payment for Special Services - Subconsultant Services for Approach Survey, Topographic/Location Survey, Subsurface Investigation, and PAPI System Evaluation shall be actual cost of services, plus a fixed fee. Subconsultant Services budgets shall not be exceeded without approval of the Owner. See Cost Summary Below.



## Cost Summary

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### RUNWAY 11-29 PAVEMENT REHABILITATION

Project Formulation (lump sum) (A102)	\$6,460.00
Design Services (lump sum) (A104)	\$66,170.00
Grant Administration and Management Services (lump sum) (A104)	\$6,810.00
Grant Assurance and Compliance Services (lump sum) (A104)	\$1,940.00
Permitting Services (lump sum) (A102)	\$6,670.00
Special Services Subconsultant	
Subsurface Investigation Services - GeoTechnologies (A102)	\$17,695.00
Special Services Subconsultant Surveying Services – Summit Coastal (A102)	\$9,935.00
Fixed Fee - Subconsultant Services (A104)	\$3,000.00

**Total – Runway 11-29 Pavement Rehabilitation** **\$118,680.00**

Allowance – Erosion Control Permitting Fee	\$1,000.00
Allowance – Stormwater Permitting Fee	\$505.00

### PAPI SYSTEM REHABILITATION

Project Formulation (lump sum) (A102)	\$2,760.00
Design and Bidding Services (lump sum) (A104)	\$25,660.00
Grant Administration and Management Services (lump sum) (A104)	\$6,810.00
Grant Assurance and Compliance Services (lump sum) (A104)	\$1,940.00
Permitting Services (lump sum) (A102)	\$1,890.00
Special Services Subconsultant	
PAPI Evaluation Services – Cheatham and Associates. (A102)	\$2,500.00
Special Services Subconsultant	
Approach Survey – Summit Coastal (A102)	\$2,485.00
Fixed Fee – Subconsultant Services (A104)	\$550.00

**Total – PAPI System Rehabilitation** **\$44,595.00**

Allowance – Advertisement	\$900.00
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Agreed as to scope of services, time schedule and budget:

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Approved:

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For Hyde County

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For Talbert & Bright, Inc.

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Witness

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Witness

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Date

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Date

Work Hour Estimate  
Runway 11-29 Rehabilitation and PAPI Rehabilitation  
Hyde County Airport  
December 20, 2017

**RUNWAY 11-29 REHABILITATION**

Project Formulation		Prin	PM	E3	A4
1	Develop Work Scope. Prepare Work Authorization and Manhour Estimate. Coordinate Work Authorization with Owner and NCDOA. Submit Work Authorization to Owner. Assist Owner with Project Coordination	1	2	8	2
2	Develop Subconsultant Work Scopes for Topographic Survey and Subsurface Investigation. Coordinate with Subconsultants	0	1	6	1
3	Coordinate NEPA Requirements with NCDOA.	0	0	2	0
4	Prepare Subconsultant Subcontracts. Coordinate Subconsultant Work with Airport	0	1	4	4
5	Coordinate Work Authorization Comments and Revisions with Airport and NCDOA	2	4	6	2
6	Coordinate Independent Fee Estimate (IFE) with NCDOA and Owner. Prepare Required Documents for Review and Respond to IFE Comments.	0.5	1	5	1
Manhour Total		3.5	9	31	10

**Labor Expenses**

Classification		Rate	Estimated Manhours	Estimated Cost	
Principal		\$75.00	3.5	\$262.50	
Project Manager		\$68.00	9	\$612.00	
Engineer III		\$36.50	31	\$1,131.50	
Admin IV		\$23.00	10	\$230.00	
Subtotal - Labor Expenses (without Multiplier)			54	\$2,236.00	
State Audited Overhead Rates		Overhead Rate:	159.05%	+	\$3,556.36

Profit:	11.00%	+	\$637.16
Capital Costs:	0.30%	+	\$6.71

Subtotal - Labor Expenses

\$6,436.23

**Direct Expenses**

Expense Description	Unit	Unit Rate	Estimated Units	Estimated Cost
UPS/FedEx Shipping	Packages	\$8.50	3	\$25.50
Subtotal - Direct Expenses				\$25.50

Total - Project Formulation

Lump Sum: \$6,461.73  
USE: \$6,460.00



Work Hour Estimate  
Runway 11-29 Rehabilitation and PAPI Rehabilitation  
Hyde County Airport  
December 20, 2017

Design Services	Prin	PM	E3	A4
1 Complete Detailed Site Visit and Field Review.	0	1	10	0
2 Complete Environmental Documentation. Prepare and Submit Simple Written Record. Coordinate with NCDOA	0	2	6	1
3 Review Record Information and Data	0	2	8	2
4 Coordinate Topographic Survey. Review Survey Submittal and Prepare Base Mapping. Coordinate with Surveyor as Required.	0	2	16	3
5 Coordinate Subsurface Investigation. Review Report, Laboratory Data and Recommendations. Coordinate Recommendations with Subconsultant as Required	1	2	8	0
6 Perform Pavement Design Calculations and Develop Rehabilitation Method	2	4	24	0
7 Coordinate Airfield Operational Requirements, Project Scheduling, Construction Sequence, and Project Phasing, etc., with Owner and NCDOA	2	2	8	2
8 Plans				
• Cover Sheet	0	1	4	0
• Project Layout and Safety Plan	1	2	12	0
• Project Phasing Plan	1	2	16	0
• Existing Conditions and Removal Plan (Sheet 1 of 2)	0	1	16	0
• Existing Conditions and Removal Plan (Sheet 2 of 2)	0	1	16	0
• Grading and Paving Plan (Sheet 1 of 2)	0	3	24	0
• Grading and Paving Plan (Sheet 2 of 2)	0	3	24	0
• Runway Profile	0	2	24	0
• Typical Pavement Sections	0	2	16	0
• Pavement Marking Plan and Details (Sheet 1 of 2)	0	1	12	0
• Pavement Marking Plan and Details (Sheet 2 of 2)	0	1	12	0
• Miscellaneous Details	0	1	12	0
• Sedimentation and Erosion Control Plan and Details (Sheet 1 of 2)	0	1	16	0
• Sedimentation and Erosion Control Plan and Details (Sheet 2 of 2)	0	1	16	0
• Cross Sections (Sheet 1 of 3)	0	2	8	0
• Cross Sections (Sheet 2 of 3)	0	2	8	0
• Cross Sections (Sheet 3 of 3)	0	2	8	0
9 Reproduce and Submit 60% Review Documents (Plans, Specifications List) to	0	1	8	2
10 Review and Respond to NCDOA Comments on 60% Review Document	2	2	8	0
11 Develop Project Pay Items and Prepare Schedule of Quantities, Calculate Quantities	0	2	12	3
12 Preparation of Specifications and Bid Documents	1	8	24	16
13 Prepare Engineer's Report	1	1	12	1
14 Prepare Opinion of Probable Cost. Coordinate with NCDOA for DBE/MBE/WBE Requirements	0	2	8	0
15 Project Review and Quality Assurance	2	8	16	2
16 Reproduce and Submit 90% Review Documents (Plans, Specifications, CSPP) to Owner and NCDOA	0	1	6	2
17 Review and Respond to NCDOA Comments on 90% Review Document Package	2	4	8	0
18 Reproduce and Forward Final Bid Documents (Plans and Specifications) to Owner and NCDOA	0	1	4	2
Manhour Total	15	73	430	36

#### Labor Expenses

Classification		Rate	Estimated Manhours	Estimated Cost
Principal		\$75.00	15	\$1,125.00
Project Manager		\$68.00	73	\$4,964.00
Engineer III		\$36.50	430	\$15,695.00
Admin IV		\$23.00	36	\$828.00
Subtotal - Labor Expenses (without Multiplier)			554	\$22,612.00
State Audited Overhead Rates		Overhead Rate:	159.05%	+ \$35,964.39
Labor/Overhead Subtotal:				\$58,576.39
Profit:		11.00%	+	\$6,443.40
Capital Costs:		0.30%	+	\$67.84
Subtotal - Labor Expenses				\$65,087.62

#### Direct Expenses

Expense Description	Unit	Unit Rate	Estimated Units	Estimated Cost
Mileage (415 miles @ \$0.555/mile)	Trip	\$230.33	3	\$690.99
Plan Reproduction (17 Prints x 6 plan sets)	Sheets	\$0.96	102	\$97.92
Specification Reproduction (500 pages x 6 copies)	Copies	\$0.08	3,000	\$240.00
UPS/FedEx Shipping	Packages	\$8.50	6	\$51.00
Subtotal - Direct Expenses				\$1,079.91

Total - Design Services

Lump Sum: \$66,167.53  
USE: \$66,170.00

Work Hour Estimate  
Runway 11-29 Rehabilitation and PAPI Rehabilitation  
Hyde County Airport  
December 20, 2017

Grant Administration and Management Services		PM	E3	GA	A4
1	Review Partner Connect (Project Request) Record. Prepare Initial A-Code Budget from Work Authorization. Review and Identify Funding Source. Provide Input to PM for MS-Project Schedule Specific to Securing New Grant.	0	1	2	0
2	Prepare General Request For Aid (RFA) Requirements as Required by AV-102 Checklist (dated 3/23/17) to include all AV Forms, Sketch of Project Area, Project Budget, MS Project Schedule, Cash Flow Analysis, and Letter of Request from Sponsor. Coordinate Sponsor Approvals on Forms and Letter. Communicate with Sponsor, NCDOT-APM, NCDOT-GA for PC (RFA) Readiness. Create File to Track Approval Progress of RFA.	1	4	6	1
3	Finalize Budget and Sponsor Information in PC for New RFA. Create Filenames Using DOA Naming Conventions. Scan and Upload Supporting Documentation. Coordinate with Sponsor for PIN Approval.	0	0	4	0
4	Monitor, Track and Communicate as Necessary with NCDOT and Sponsor as RFA Progresses Through PC Approval Phases.	0	1	6	1
5	Provide Grant Administration Assistance including Preparation of Reimbursement Claims in Accordance with AV-103 Checklist (dated 4/7/17), Updates to Grant Budget, Secure Subconsultant Invoices, and Coordinate Quarterly Status Reports. Assist NCDOT-GA with Questions and Requests, etc. Provide Payment Verification and Documentation.	1	2	20	4
6	Preparation of RS-2 Forms, FAA Certifications and Iran Divestment Agreement as required by NCDOT.	0	1	2	2
7	Prepare Grant Modification to revise the Grant to a 90% Fed / 10% State setup as approved during the February BOT Meeting.	0	1	3	1
8	Grant Closeout Coordination with Owner and NCDOT-DOA.	1	2	6	2
Manhour Total		3	12	49	11

#### Labor Expenses

Classification		Rate	Estimated Manhours	Estimated Cost	
Project Manager		\$66.00	3	\$204.00	
Engineer III		\$36.50	12	\$438.00	
Grant Administration		\$30.00	49	\$1,470.00	
Admin IV		\$23.00	11	\$253.00	
Subtotal - Labor Expenses (without Multiplier)			72	\$2,365.00	
State Audited Overhead Rates		Overhead Rate:	159.05%	+	\$3,781.53
			Labor/Overhead Subtotal:		\$6,126.53
Profit:		11.00%	+		\$673.92
Capital Costs:		0.30%	+		\$7.10
Subtotal - Labor Expenses					\$6,807.55

Total - Grant Administration and Management Services

Lump Sum: \$6,807.55  
USE: \$6,810.00

Work Hour Estimate  
Runway 11-29 Rehabilitation and PAPI Rehabilitation  
Hyde County Airport  
December 20, 2017

Grant Assurance and Compliance Services		PM	E3	A4
1	Reproduction and Assembly of Design and Bidding Documents as Required by NCDOT Checklist (AV-100, dated 10/30/15)	1	3	0
2	Copy of Plans (CAD and PDF) and Specifications (PDF)	1	4	2
3	Copy of 7460 and Construction Safety and Phasing Plan (CSPP) with Concurrence	0	1	0
4	Copy of Environmental Documentation with NCDOA Approval	0	1	0
5	Copy of Approved Permits	0	1	1
6	Copy of Engineer's Report	1	1	0
Manhour Total		3	11	3

Labor Expenses

Classification	Rate	Estimated Manhours	Estimated Cost
Project Manager	\$68.00	3	\$204.00
Engineer III	\$36.50	11	\$401.50
Admin IV	\$23.00	3	\$69.00
Subtotal - Labor Expenses (without Multiplier)		17	\$674.50
State Audited Overhead Rates	Overhead Rate:	159.05%	+

Labor/Overhead Subtotal: \$1,747.29

Profit:	11.00%	+	\$192.20
Capital Costs:	0.30%	+	\$2.02

Subtotal - Labor Expenses

\$1,941.52

Total - Grant Assurance and Compliance Services

Lump Sum: \$1,941.52

USE: \$1,940.00



Work Hour Estimate  
Runway 11-29 Rehabilitation and PAPI Rehabilitation  
Hyde County Airport  
December 20, 2017

Permitting Services		Prin	PM	E3	A4
1	Prepare and Submit Construction Safety & Phasing Plan with CSPP checklist. Coordinate with NCDOA	1	2	8	1
2	Prepare and Submit FAA Form 7460 - Notice of Proposed Construction or Alteration. Coordinate and Finalize Documents with NCDOA and FAA.	0	1	8	1
3	Prepare and Submit Sedimentation and Erosion Control Permit Application. Coordinate Comments and Permit Revisions with NCDEQ	1	4	16	2
4	Coordinate Stormwater Permit Exemption	1	2	6	0
Manhour Total		3	9	38	4

#### Labor Expenses

Classification	Rate	Estimated Manhours	Estimated Cost
Principal	\$75.00	3	\$225.00
Project Manager	\$68.00	9	\$612.00
Engineer III	\$36.50	38	\$1,387.00
Admin IV	\$23.00	4	\$92.00
Subtotal - Labor Expenses (without Multiplier)			54
State Audited Overhead Rates			Overhead Rate: 159.05%
Labor/Overhead Subtotal:			\$5,999.60

Profit:	11.00%	+	\$659.96
Capital Costs:	0.30%	+	\$6.95

Subtotal - Labor Expenses

Total - Permitting Services

Lump Sum: \$6,666.50  
USE: \$6,670.00

#### Permitting & Advertising Fee Allowances

Sedimentation and Erosion Control Permit Fee Allowance	LS	\$1,000.00	1	\$1,000.00
Stormwater Permit Fee Allowance	LS	\$505.00	1	\$505.00

#### Subconsultant Services

Subsurface Investigation - Geotechnologies, Inc	\$17,695.00
Topographic Survey - Summit Coastal Surveying and Mapping	\$9,935.00

Total - Subconsultant Services

Lump Sum: \$27,630.00

Note: Estimated Cost of Services are based on the Engineer's (and subconsultant's) understanding of project requirements and anticipated contractor construction work schedule. Billing charges will be based on time charged to the project by subconsultant personnel. The cost of services shall not be exceeded without prior approval from the Owner.

Fixed Fee - Subconsultant Services

\$3,000.00

Work Hour Estimate  
Runway 11-29 Rehabilitation and PAPI Rehabilitation  
Hyde County Airport  
December 20, 2017

PAPI Rehabilitation

Project Formulation		Prin	PM	E3	A4
1	Develop Work Scope, Prepare Work Authorization and Manhour Estimate. Coordinate Work Authorization with Owner and NCDOA.	0	0.5	1	0
2	Develop Subconsultant Work Scopes for PAPI Evaluation Investigation and Approach Survey. Coordinate with Subconsultants	0	1	6	1
3	Coordinate NEPA Requirements with NCDOA.	0	0	2	0
4	Prepare Subconsultant Subcontracts. Coordinate Subconsultant Work with	1	0.5	2	4
5	Coordinate Work Authorization Comments and Revisions with Airport and NCDOA. Submit Work Authorization to Owner.	1	1	1	2
Manhour Total		2	3	12	7

**Labor Expenses**

Classification		Rate	Estimated Manhours	Estimated Cost	
Principal		\$75.00	2	\$150.00	
Project Manager		\$68.00	3	\$204.00	
Engineer III		\$36.50	12	\$438.00	
Admin IV		\$23.00	7	\$161.00	
Subtotal - Labor Expenses (without Multiplier)			24	\$953.00	
State Audited Overhead Rates		Overhead Rate:	159.05%	+	\$1,515.75

Labor/Overhead Subtotal: \$2,468.75

Profit:	11.00%	+	\$271.56
Capital Costs:	0.30%	+	\$2.86

Subtotal - Labor Expenses

\$2,743.17

**Direct Expenses**

Expense Description	Unit	Unit Rate	Estimated Units	Estimated Cost
UPS/FedEx Shipping	Packages	\$8.50	2	\$17.00
Subtotal - Direct Expenses				\$17.00

Total - Project Formulation

Lump Sum: \$2,760.17  
USE: \$2,760.00

Work Hour Estimate  
Runway 11-29 Rehabilitation and PAPI Rehabilitation  
Hyde County Airport  
December 20, 2017

Design and Bidding Services		Prin	PM	E3	A4
1	Complete Environmental Documentation. Prepare and Submit Simple Written Record. Coordinate with NCDOA	0	1	4	1
2	Review Record Information and Data	0	1	4	2
3	Prepare Base Mapping	0	0	4	0
4	Coordinate PAPI System Evaluation with Subconsultant. Review Report and Recommendations	0	1	4	0
5	Coordinate Airfield Operational Requirements, Project Scheduling, Construction Sequence, and Project Phasing, etc., with Owner and NCDOA	1	1	2	1
6	Plans				
	• Cover Sheet	0	0	2	0
	• Project Layout and Safety Plan	0	1	8	0
	• Existing Conditions and Removal Plan	0	1	6	0
	• PAPI Layout and Circuit Plan	0	1	16	0
	• PAPI Details and Notes	0	1	8	0
	• Miscellaneous Details	0	1	8	0
7	Develop Project Pay Items and Prepare Schedule of Quantities, Calculate Quantities	0	1	4	2
8	Reproduce and Submit 60% Review Documents (Plans, Specifications) to Owner and NCDOA	0	1	6	2
8	Review and Respond to NCDOA Comments on 60% Review Document Package	1	1	4	0
9	Prepare Engineer's Report	0	1	6	1
10	Preparation of Specifications and Bid Documents	0	2	8	8
11	Prepare Opinion of Probable Cost	0	1	4	0
12	Project Review and Quality Assurance	1	6	6	2
13	Reproduce and Submit 90% Review Documents (Plans, Specifications, CSPP) to Owner and NCDOA	0	1	2	2
14	Review and Respond to NCDOA Comments on 90% Review Document Package	1	1	4	0
15	Reproduce and Forward Final Bid Documents (Plans and Specifications) to Owner and NCDOA	0	1	4	6
16	Advertise for Bids/Send Advertisements and Documents to Contractors	0	1	3	8
17	Schedule/Attend Pre-Bid Conference, Prepare Meeting Minutes	0	2	8	4
18	Respond to Bidder Inquiries and Issue Addenda	0	1	8	2
19	Attend Bid Opening and Prepare Bid Tabulation, Coordinate with Owner and NCDOA	0	1	10	2
Manhour Total		4	30	143	43

#### Labor Expenses

Classification	Rate	Estimated Manhours	Estimated Cost
Principal	\$75.00	4	\$300.00
Project Manager	\$68.00	30	\$2,040.00
Engineer III	\$36.50	143	\$5,219.50
Admin IV	\$23.00	43	\$989.00
Subtotal - Labor Expenses (without Multiplier)			220
State Audited Overhead Rates			Overhead Rate: 159.05%
Labor/Overhead Subtotal:			\$22,144.89
Profit:			11.00% + \$2,435.94
Capital Costs:			0.30% + \$25.65
Subtotal - Labor Expenses			\$24,606.47

#### Direct Expenses

Expense Description	Unit	Unit Rate	Estimated Units	Estimated Cost
Mileage (415 miles @ \$0.555/mile)	Trip	\$230.33	2	\$460.66
Plan Reproduction (6 Prints x 12 plan sets)	Sheets	\$0.96	72	\$69.12
Specification Reproduction (350 pages x 12 copies)	Copies	\$0.08	4,200	\$336.00
UPS/FedEx Shipping	Packages	\$8.50	22	\$187.00
Subtotal - Direct Expenses				\$1,052.78

Total - Design & Bidding Services

Lump Sum: \$25,659.25  
USE: **\$25,660.00**



Work Hour Estimate  
Runway 11-29 Rehabilitation and PAPI Rehabilitation  
Hyde County Airport  
December 20, 2017

Grant Administration and Management Services		PM	E3	GA	A4
1	Review Partner Connect (Project Request) Record, Prepare Initial A-Code	0	1	2	0
2	Prepare General Request For Aid (RFA) Requirements as Required by AV-102 Checklist (dated 3/23/17) to include all AV Forms, Sketch of Project Area, Project Budget, MS Project Schedule, Cash Flow Analysis, and Letter of Request from Sponsor. Coordinate Sponsor Approvals on Forms and Letter. Communicate with Sponsor, NCDOA-APM, NCDOA-GA for PC (RFA) Readiness. Create File to Track Approval Progress of RFA.	1	4	6	1
3	Finalize Budget and Sponsor Information in PC for New RFA. Create Filenames Using DOA Naming Conventions. Scan and Upload Supporting Documentation. Coordinate with Sponsor for PIN Approval.	0	0	4	0
4	Monitor, Track and Communicate as Necessary with NCDOA and Sponsor as RFA Progresses Through PC Approval Phases.	0	1	6	1
5	Provide Grant Administration Assistance Including Preparation of Reimbursement Claims in Accordance with AV-103 Checklist (dated 4/7/17), Updates to Grant Budget, Secure Subconsultant Invoices, and Coordinate Quarterly Status Reports. Assist NCDOA-GA with Questions and Requests, etc. Provide Payment Verification and Documentation.	1	2	20	4
6	Preparation of RS-2 Forms, FAA Certifications and Iran Divestment Agreement as required by NCDOA.	0	1	2	2
7	Prepare Grant Modification to revise the Grant to a 90% Fed / 10% State setup as approved during the February BOT Meeting.	0	1	3	1
7	Grant Closeout Coordination with Owner and NCDOT-DOA.	1	2	6	2
Manhour Total		3	12	49	11

#### Labor Expenses

Classification		Rate	Estimated Manhours	Estimated Cost	
Project Manager		\$68.00	3	\$204.00	
Engineer III		\$36.50	12	\$438.00	
Grant Administration		\$30.00	49	\$1,470.00	
Admin IV		\$23.00	11	\$253.00	
Subtotal - Labor Expenses (without Multiplier)			72	\$2,365.00	
State Audited Overhead Rates		Overhead Rate:	159.05%	+	\$3,761.53

Labor/Overhead Subtotal: \$6,126.53

Profit:	11.00%	+	\$673.92
Capital Costs:	0.30%	+	\$7.10

Subtotal - Labor Expenses

\$6,807.55

Total - Grant Administration and Management Services

Lump Sum: \$6,807.55

USE: \$6,810.00

Work Hour Estimate  
 Runway 11-29 Rehabilitation and PAPI Rehabilitation  
 Hyde County Airport  
 December 20, 2017

Grant Assurance and Compliance Services		PM	E3	A4
1	Reproduction and Assembly of Design and Bidding Documents as Required by	1	3	0
2	Copy of Plans (CAD and PDF) and Specifications (PDF)	1	4	2
3	Copy of 7460 and Construction Safety and Phasing Plan (CSPP) with	0	1	0
4	Copy of Environmental Documentation with NCDOA Approval	0	1	0
5	Copy of Approved Permits	0	1	1
6	Copy of Engineer's Report	1	1	0
Manhour Total		3	11	3

**Labor Expenses**

Classification		Rate	Estimated Manhours	Estimated Cost	
Project Manager		\$68.00	3	\$204.00	
Engineer III		\$36.50	11	\$401.50	
Admin IV		\$23.00	3	\$69.00	
Subtotal - Labor Expenses (without Multiplier)			17	\$674.50	
State Audited Overhead Rates		Overhead Rate:	159.05%	+	\$1,072.79
Labor/Overhead Subtotal:					\$1,747.29

Profit:	11.00%	+	\$192.20
Capital Costs:	0.30%	+	\$2.02

Subtotal - Labor Expenses

\$1,941.52

Total - Grant Assurance and Compliance Services

Lump Sum: \$1,941.52  
 USE: \$1,940.00

Work Hour Estimate  
Runway 11-29 Rehabilitation and PAPI Rehabilitation  
Hyde County Airport  
December 20, 2017

Permitting Services		Prin	PM	E3	A4
1	Prepare and Submit Construction Safety & Phasing Plan with CSPP checklist. Coordinate with NCDOA	0.5	1	6	1
2	Prepare and Submit FAA Form 7460 - Notice of Proposed Construction or Alteration. Coordinate and Finalize Documents with NCDOA and FAA.	0	1	6	1
Manhour Total		0.5	2	12	2

#### Labor Expenses

Classification	Rate	Estimated Manhours	Estimated Cost
Principal	\$75.00	0.5	\$37.50
Project Manager	\$68.00	2	\$136.00
Engineer III	\$36.50	12	\$438.00
Admin IV	\$23.00	2	\$46.00
Subtotal - Labor Expenses (without Multiplier)			17
State Audited Overhead Rates			17
Overhead Rate:			159.05%
Labor/Overhead Subtotal:			\$1,703.25

Profit:	11.00%	+	\$187.36
Capital Costs:	0.30%	+	\$1.97

Subtotal - Labor Expenses

\$1,892.58

Total - Permitting Services

Lump Sum: \$1,892.58

USE: \$1,890.00

#### Advertising Fee Allowances

Allowance - Advertisement	LS	\$900.00	1	\$900.00
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#### Subconsultant Services

Existing PAPI System Evaluation - Cheatham & Associates	\$2,500.00
Approach Survey - Summit Coastal	\$2,485.00

Total - Subconsultant Services

Lump Sum: \$4,985.00

Fixed Fee - Subconsultant Services

\$550.00



**Hyde County Airport  
Engelhard, North Carolina  
TBI No. TBD**

**Outline Scope of Services – Subsurface Investigation**

**Runway 11-29 Pavement Rehabilitation**

December 14, 2017

Proposal Requirements

- Provide unit cost fee for subsurface investigation at Hyde County Airport, associated with the proposed rehabilitation of the existing 100' wide Runway 11-29 pavement. Provide pricing for completing the subsurface investigation for Runway 11-29 during daytime hours.
- Provide additional cost for performing work at night during runway closure.
- Time of Completion for work shall be four weeks from Notice to Proceed.
- Firm shall procure and maintain professional liability insurance in the minimum amount of \$1,000,000. Firm shall also possess Workman's Compensation Insurance for statutory obligations imposed by Workman's Compensation or occupational disease law in amounts required by the laws of North Carolina; Comprehensive Automobile Liability Insurance with limits of \$500,000; and General Liability Insurance with limits of \$500,000. Proof of insurance shall be provided to Talbert & Bright.

Subsurface Investigation Scope

Conduct a subsurface exploration program for Runway 11-29 in support of the design of pavement rehabilitation of the 100' wide runway. Provide soil borings based on guidance outlined in FAA Advisory Circular 150/5320-6F, Airport Pavement Design and Evaluation, Chapter 2, Soil Investigations and Evaluations (Assume 30 borings). Borings shall be completed to a minimum depth of 10 feet below subgrade (deeper if needed based on soil conditions). Borings shall be provided for the runway rehabilitation area (100' wide) and taxiway transition areas (see attached exhibit for areas). All pavement sections should be sampled to provide existing conditions and required design recommendations.

Boring Data

Location, date performed, type of exploration, surface elevation, depth of pavement section and materials, condition of existing pavements, visual soil classifications, blow counts, identification of strata, depth to water, and depth of caving if applicable.

Marking Borings

Mark each location with paint where a soil boring is conducted so that field survey crew can locate and add to final survey. Coordinate with surveyor as required.

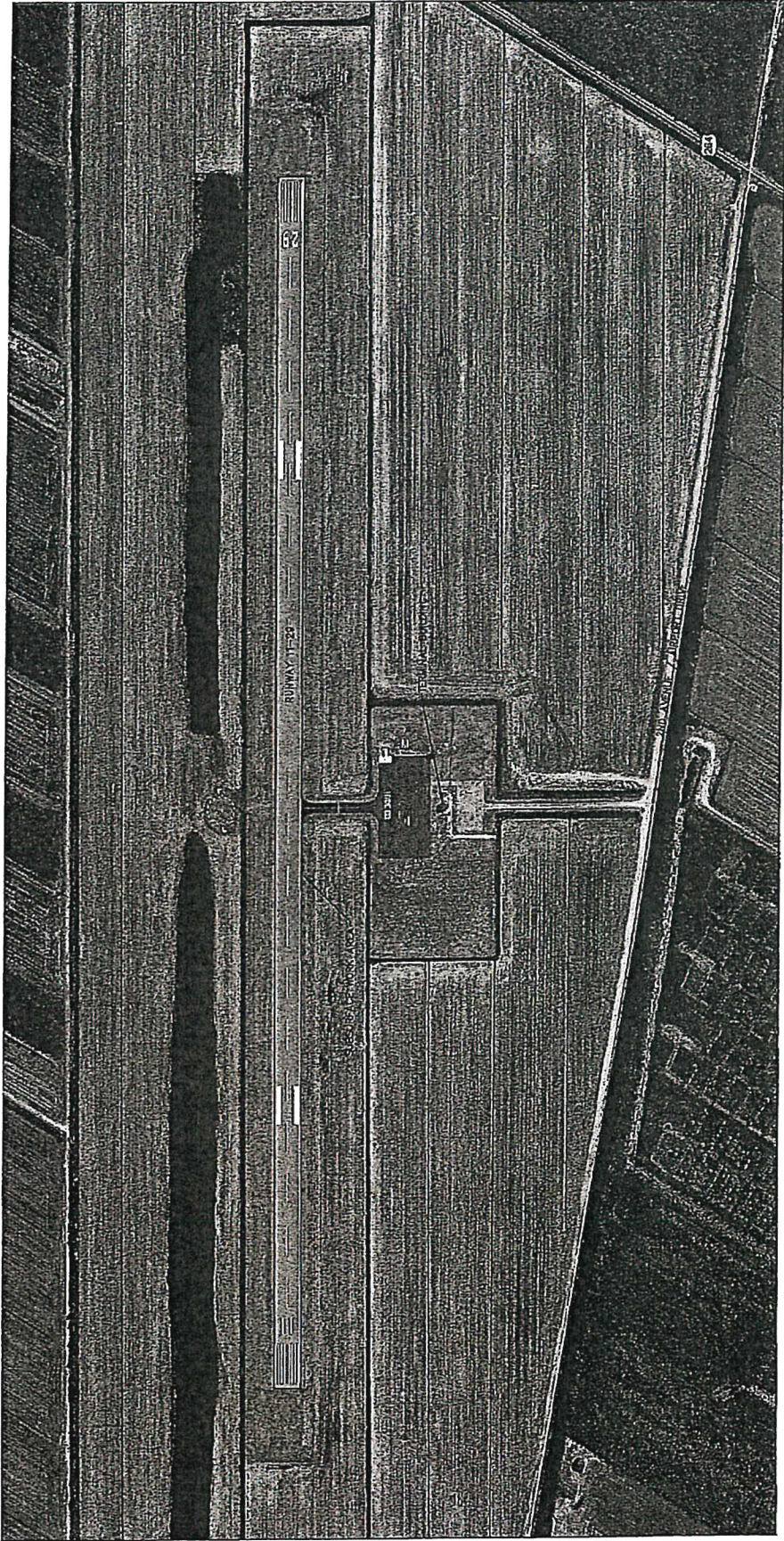
Laboratory Tests

Gradation, Atterberg Limits, Natural Moisture, Standard Proctor, and CBR. Representative samples shall be provided as required.

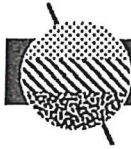
#### Interpretation and Recommendations

The intent of this project will be to rehabilitate the existing bituminous pavement of Runway 11-29. Provide evaluation of existing runway pavement strength. Provide interpretation and recommendations relative to subgrade conditions, recommendation relative to design CBR values, existing pavement sections and conditions, recommendations for pavement rehabilitation for bituminous overlay, recommended rehabilitation techniques, recommendations for control of reflective cracking, and overlay recommendations. Provide recommendations for the treatment/milling of the existing runway pavement surface.









**GeoTechnologies, Inc.**

Geotechnical and Construction Materials Testing Services

December 20, 2017

**Mr. Stephen Bright, PE**  
**Talbert & Bright, Inc.**  
4810 Shelley Drive  
Wilmington, NC 28405

Reference: Proposal for Pavement & Subsurface Investigation  
Runway 11-29, Hyde County Airport  
Engelhard, North Carolina  
GeoTechnologies Proposal No. 1-17-0755

Dear Mr. Bright:

GeoTechnologies, Inc. is pleased to submit this proposal to provide a pavement and subsurface investigation for the proposed rehabilitation of the Runway 11-29 at Hyde County Airport in Engelhard, North Carolina. Our proposal includes a scope of work and a recommended budget for the project.

#### **STATEMENT OF QUALIFICATIONS**

GeoTechnologies, Inc. was formed in January 1992 as a professional engineering firm to provide geotechnical engineering and construction materials testing for the engineering, architectural and construction industry. The firms founding partners have more than 100 years combined experience in geotechnical engineering and materials testing. Project experience includes thousands of projects in the public and private sectors ranging from small residential structures to major industrial projects. GeoTechnologies has completed over 20,000 projects throughout the Southeast and Mid-Atlantic states since its founding in 1992. GeoTechnologies offers a full range of geotechnical and materials testing with a present staff of 45 employees.

Airport Experience. Since its founding in 1992, GeoTechnologies, Inc. has provided geotechnical engineering and quality control/assurance testing for over 600 FAA and State sponsored projects with construction costs between \$200,000 and \$4 million. Employees of GeoTechnologies have a total combined airport experience of over 800 projects with construction costs of \$200,000 to \$50 million. Services provided on these projects have included:

1. Geotechnical Subsurface Investigations and Foundation Design Recommendations for New Terminal Facilities and other Airport Related Facilities.
2. Pavement Condition Surveys Including Recommendations for Rehabilitation and Overlay Designs.
3. Quality Assurance Testing During Construction
4. Resident Inspection Services During Construction
5. Analysis of Materials Problems

GeoTechnologies' employees have prior pavement and subsurface experience at Hyde County Airport. Through all our project experience, members of our staff have become very familiar with the high degree of quality required on airport related projects. GeoTechnologies laboratory services are accredited through the AASHTO Re:Source Program.

### SCOPE OF WORK

Based on our review of Talbert & Bright's Request for Proposal dated December 14, 2017 we understand the following scope of work is required by the project.

1. Thirty (30) borings have been specified for the runway pavements. Pavement boring depths are to specified to be 10 feet in accordance with FAA AC 150/5320-6F. All test borings will be backfilled and patched after they are completed.
2. In-place CBR tests will be performed at each test location using Corps of Engineers dynamic cone penetrometer. The dynamic cone penetrometer will be driven a minimum of 2 feet into the subgrade.
3. Borings will be advanced with a drill rig turning hollow stem augers or with hand auger equipment.
4. Representative samples of soils from the test borings will be retained for visual classification and laboratory testing.
5. Laboratory testing will include but not be limited to standard Proctor (ASTM D-698), standard Proctor (ASTM D-698), laboratory soaked CBR tests (ASTM D-1883), Atterberg limits tests ASTM D-431, Grainsize-Wash #200 Sieve (ASTM D-1140), and Natural Moisture Content Tests (ASTM D-2216).

Upon completion of the field and laboratory investigation, we will provide an engineering report which will include but not be limited to a site plan showing the location of cores, descriptions of cores, test boring data including subsurface soil profile and strengths, photographs, and laboratory data. The report will include a discussion of conditions found on the taxiway and will include subgrade CBR values for each test boring. Conditions which could impact construction of new pavements and possible reconstruction will be included. Recommendations will be included for design CBR values and existing pavement strength.

### COST OF SERVICES

We are providing two cost estimates for this project. At this time, it is not known whether the work will be performed during day or night time hours. Based on our experience with these projects we estimate that the field work will require 2 to 2.5 days or nights to complete. The runway is sited an elevation of about 6 feet above mean seal level. The water elevation in ponds on the north side of the runway is at approximate mean sea level. We are proposing 2 approaches to the runway rehabilitation investigation. The cost estimate labeled as Table 1 includes our standard pavement evaluation using hand equipment to advance the borings after coring is completed. We anticipate we can advance the borings 5 to 6 feet below the pavement surface with hand equipment. Deeper depths will likely not be

possible with hand equipment due to shallow water conditions, however; a depth of 5 feet should be sufficient for analysis and design. The cost estimate labeled as Table 2 includes pre-coring the pavements to provide access for a drill rig turning hollow stem augers or drilling with wash boring techniques. Boring depths will be 10 feet for the drill rig. Core holes for the drill rig will be 10 inches in diameter to prevent heaving of the pavements. Based on the proposed Scope of Work, we have estimated the cost of our services to be as follows.

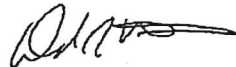
Table	Description	Estimated Cost
1	Borings Advanced with Hand Augers	\$ 12,014.50
2	Borings Advanced with Drill Rig	\$ 17,695.00

We will not exceed the proposed cost without direct authorization by the Engineer and will only invoice for the actual time and tests performed.

GeoTechnologies, Inc. appreciates this opportunity to present our proposal to Talbert, Bright & Ellington, Inc. If you have any questions concerning our proposal, please do not hesitate to contact us.

Sincerely,

GeoTechnologies, Inc.



David R. Harris  
Senior Inspector



**TABLE 1**

**COST ESTIMATE**

Pavement & Subsurface Evaluation  
 Runway 11-29 - Hyde County Airport  
 GeoTechnologies Proposal No. 1-17-0755

**Field Services (Coring Crew & Equipment)**

1	Mobilization, Lump Sum	\$ 1,000.00
30	Borings @ 1.25 Hour Each @ \$125.00 Per Hour	\$ 4,687.50
30	Holes Patched @ \$8.50 Each	\$ 255.00
2	Days Per Diem @ \$300.00 Per 2 Man Crew Per Day	\$ 600.00
500	Miles, Support Vehicle, @ \$0.60 Per Mile	\$ 270.00
4	Bulk Samples @ \$50.00 Each	\$ 200.00
1	Closed Runway Markers, Lump Sum	\$ 350.00

**Laboratory Services**

4	Standard Proctor Compaction Tests @ \$120.00 Each	\$ 480.00
4	Laboratory Soaked CBR Tests @ \$100.00 Each	\$ 400.00
6	Grainsize (Wash #200 Sieve) @ \$70.00 Each	\$ 350.00
6	Atterberg Limits Tests @ \$70.00 Each	\$ 350.00
50	Natural Moisture Content Tests @ \$7.00 Each	\$ 350.00

**Engineering Services (Site Reconnaissance & Report)**

12	Hours, Senior Inspector @ \$85.00 Per Hour	\$ 1,020.00
380	Miles @ \$0.60 Per Mile	\$ 342.00
8	Hours, Senior Inspector @ \$85.00 Per Hour	\$ 680.00
4	Hours, Senior Engineer @ \$120.00 Per Hour	\$ 480.00
4	Hours Secretary/Drafting Time @ \$50.00 Per Hour	\$ 200.00

**Estimated Cost \$12,014.50**

**TABLE 2**  
**COST ESTIMATE**

Pavement & Subsurface Evaluation  
Runway 11-29 - Hyde County Airport  
GeoTechnologies Proposal No. 1-17-0755

**Field Services (Coring Crew & Equipment - Pre-Core Pavements)**

1	Mobilization, Lump Sum	\$ 1,000.00
30	Borings @ 0.5 Hours Each @ \$125.00 Per Hour	\$ 1,875.00
1	Days Per Diem @ \$300.00 Per 2 Man Crew Per Day	\$ 300.00
400	Miles, Support Vehicle, @ \$0.60 Per Mile	\$ 270.00
1	Closed Runway Markers, Lump Sum	\$ 350.00

**Field Services (Drill Rig & Crew)**

1	Mobilization, Lump Sum	\$ 1,800.00
300	Feet, Standard Test Borings, @ \$13.00 Per Foot	\$ 3,900.00
2	Days Per Diem @ \$300.00 Per 2 Man Crew Per Day	\$ 600.00
4	Bulk Samples @ \$50.00 Each	\$ 200.00
30	Holes Patched @ \$50.00 Each	\$ 1,500.00

**Laboratory Services**

4	Standard Proctor Compaction Tests @ \$120.00 Each	\$ 480.00
4	Laboratory Soaked CBR Tests @ \$100.00 Each	\$ 400.00
6	Grainsize (Wash #200 Sieve) @ \$70.00 Each	\$ 350.00
6	Atterberg Limits Tests @ \$70.00 Each	\$ 350.00
50	Natural Moisture Content Tests @ \$7.00 Each	\$ 350.00

**Engineering Services (Site Reconnaissance & Report)**

24	Hours, Senior Inspector @ \$85.00 Per Hour	\$ 2,040.00
450	Miles @ \$0.60 Per Mile	\$ 270.00
2	Day, Per Diem, @ \$150.00 Per Day	\$ 300.00
8	Hours, Senior Inspector @ \$85.00 Per Hour	\$ 680.00
4	Hours, Senior Engineer @ \$120.00 Per Hour	\$ 480.00
4	Hours Secretary/Drafting Time @ \$50.00 Per Hour	\$ 200.00

Estimated Cost    \$17,695.00

**Hyde County Airport  
Engelhard, North Carolina  
TBI No. TBD**

**Outline Scope of Services – Topographic Field Survey**

**Runway 11-19 Pavement Rehabilitation**

December 14, 2017

Topographic Survey Requirements

- **Horizontal Control:** The surveyor shall provide base lines for the centerline of Runway 11-29 and taxiway. Horizontal control shall be based on NAD 83. Runway Thresholds shall be tied to PACs and SACs, with the ties shown on mapping.
- **Vertical Control:** Survey should be based on existing available monuments. A minimum of five temporary benchmarks shall be set along the side of Runway 11-29 only. All temporary benchmarks and monuments used shall be shown on the plan mapping. Monumentation shall include sufficient points outside the limits of the construction indicated so as to survive the construction of the project. Vertical Control shall be based on NAVD 88.
- For Runway 11-19, the survey for this project shall extend 200' beyond the physical end of the runway pavement at the end of Runway 11 and Runway 29; the survey shall also extend 40' beyond the physical pavement edges along the side of Runway 11-29. For the taxiway, the survey shall extend from the runway/taxiway centerline intersection to the runway hold position marking on the taxiway.
- Locate all physical features, including runway and taxiway lights, NAVAIDS, duct markers, pavement edges, pipes, manholes, inlets, etc. within the survey area.
- Runway 11-29

Provide pavement elevations at even 50' stations located along Runway 11-29. The elevations shall be to the one hundredths. Elevations should be provided at a minimum as follows:

- provide elevations at Runway centerline and at 25' right and left of centerline
  - at 50' right and left of runway centerline on runway pavement, including pavement edge drop.
  - provide ground elevations at 70' and 90' right and left of runway centerline
  - Provide low point, pavement edge drops and other grade breaks as necessary.
  - Provide ground elevations at all light locations.
- Taxiway and Taxiway/Runway 11-29 intersection

Provide pavement elevations at even 50' stations located along the taxiway centerline. The elevations shall be to the one hundredths. Elevations should be provided at a minimum as follows:

  - Provide elevations at taxiway centerline and at 10' right and left of taxiway centerline
  - At 20' right and left of taxiway centerline on taxiway pavement, including pavement edge drop.

- Provide ground elevations at 30' and 40' right and left of runway centerline
  - Provide low point, pavement edge drops and other grade breaks as necessary
- Surveyor shall provide reference ties to all survey horizontal and vertical control points, so that points can be reestablished in the field, if necessary. All level loops should be closed and checked in accordance with good survey practice. Provide traverse data for all level loops.

#### Mapping Requirements

- All survey information shall be shown on a finished map and furnished to Talbert & Bright, Inc., in hard copy and on disk and shall be compatible with AutoCAD 2015. Scale of map shall be 1"=40'. Show all planimetric features and utilities.
- Provide point/coordinate file on disk compatible with AutoCAD 2015.
- All contours shall be shown with a 0.25' contour interval. All spot elevations shall be shown to the 100th.
- Map shall be sealed by a registered land surveyor in the State of North Carolina.

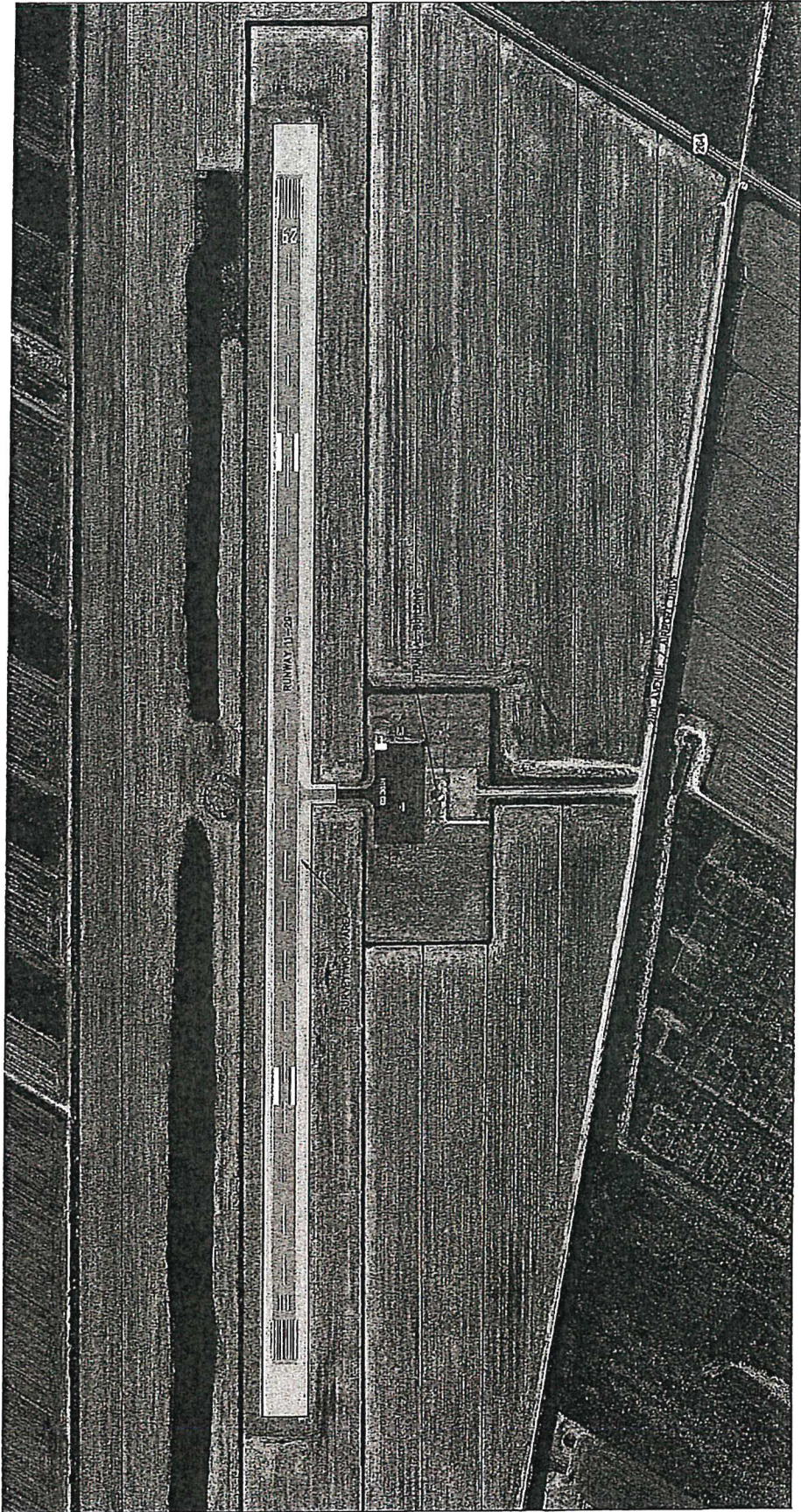
#### Work Schedule

- Surveyor shall plan working around and adjacent to active air traffic. Surveyor shall have radio at all times while working to monitor air traffic at the airport
- Time of completion shall be four weeks from Notice to Proceed.

#### Proposed Fee

- Provide a lump sum fee to provide complete topographic survey in accordance with this work scope.









December 20, 2017

Mr. Stephen Bright, PE.  
Talbert & Bright  
4810 Shelly Drive  
Wilmington, NC 28405

Re: Topographic Survey  
Runway 11-29 Rehabilitation  
Hyde County Airport (7W6)  
Engelhard, North Carolina

Dear Stephen,

Summit Coastal PLLC appreciates this opportunity to propose professional services for the above referenced site. As required within your proposal request, the scopes of services are as follows:

**Horizontal and Vertical Control:**

- The "baseline" and stationing of the runway, taxiways and apron areas will be based on the existing Runway threshold locations and reference the Primary Airport Control point (PAC) and Secondary Airport Control Points (SAC) which shall be referenced to NAD'83; elevations will be based on mean sea level and the benchmark elevation (NAVD '88). Five (5) temporary control points/bench marks, will be set within the survey area and along the baseline of Runway 11-29 (outside of the Runway-Safety-Area) and shall be referenced on the map for recovery during construction.

**Schedule Survey Services:**

- Runway 11-29: Stationing of record will be used to establish a 25'x25' topographic grid on runways & taxiways (hard) surfaces, 25'x25' grid at intersections & taxiway and 50' x 50' topographic grid on existing (soft) surface areas within the schedule survey areas, as shown on the Talbert & Bright "Topographic Survey Scope", dated 12/14/17. Area of topography for Pavement rehab – Runway 11-29 = 21 acres more or less; Runway 11-29 = 4700 LF @ 50' Sta, Centerline & Edge(s)
- Locate markings, physical features including pipes, manholes, catch basins, lights, duct markers, pavement edges, bituminous pads, NAVAIDS, etc., within survey area.
- Provide pavement elevations at even 50' stations located along Runway 11-29. The elevations shall be to the one hundredths. Provide elevations as shown in the attached cross section. Elevations should be provided at a minimum as follows:
  - o provide elevations at Runway centerline and at 25' right and left of centerline
  - o at 50' right and left of runway centerline on runway pavement, including pavement edge drop.
  - o provide ground elevations at 70' and 90' right and left of runway centerline
  - o Provide low point, pavement edge drops and other grade breaks as necessary.
  - o Provide ground elevations at all light locations.
  - o For intersection provide elevations at taxiway centerline and at 10' right and left of taxiway centerline
  - o At 20' right and left of taxiway centerline on taxiway pavement, including pavement edge drop.
  - o For intersection provide ground elevations at 30' and 40' right and left of runway centerline
  - o Provide low point, pavement edge drops and other grade breaks as necessary

17-1220-Runway 11-29-topo-T&B

**Mapping & Photography Services:**

- All Survey information will be on a finished map and furnished to Talbert & Bright, Inc., on a disk compatible with AutoCAD, Release 2016.
- Auto CAD Layers shall follow a logical layer naming convention.
- Nomenclature for Survey Data shall follow the guidelines as shown on Attachments.
- Furnished contours will be 0.25 foot intervals, with spot elevations shown to the hundredth place for hard surfaces & to the tenth place for ground surfaces.
- All survey point information will also be provided on disk as a \*.asc or \*.txt file.
- A Professional Land Surveyor in the State of North Carolina will seal the map.

**Safety Requirements:**

The Survey Field Crews of Summit Coastal currently possess training for movement within airport runways, taxiways, and apron areas. Summit Coastal has communication capabilities with 7W6 Unicom to ensure safety within movement areas. Summit Coastal also strictly adheres to those movement procedures and regulations found within the FAA FAR/AIM.

**Our fee for the professional services Nine Thousand Nine Hundred and Thirty-five Dollars (\$9,935.00)**

We will begin work upon receipt of notice to proceed. As stated in your proposal request, the time of completion shall be four (4) weeks from the notice to proceed.

All invoices shall be billed on the 25th of each month and due by the 10th of the following month. The scope of work includes all labor and materials normally required performing the above scope of work. Services not specifically listed in the above scope of work shall be considered not in contract and will be billed at our standard rates. If you have any questions regarding this proposal please feel free to contact me.

Sincerely,



Jonathan H. Fleener, PLS., CFS  
Principal



December 26, 2017

Mr. Stephen Bright, PE.  
Talbert & Bright  
4810 Shelly Drive  
Wilmington, NC 28405

Re: Runway 11/ Runway 29 Approach Survey/PAPI Obstacle Clearance Surface (OCS)  
Hyde County Airport (7W6)  
Engelhard, North Carolina

Dear Stephen,

We appreciate this opportunity to provide professional services for the above referenced site. The information gathered, shall meet or exceed the informational accuracy requirements of FAA Standard No. 405. As required within your proposal request, the scopes of services are as follows:

**Horizontal Control & Vertical Control:**

- The Published FAA Latitudes & Longitudes of the Existing Runway Ends shall be used as the established Horizontal and Vertical Datum.

**Survey Services:**

- Using the FAA No. 405 (Appendix 5) Obstruction Evaluation Accuracy Requirements for Approach, Primary, and Transitions, Identify the location and elevation of the non-man-made and man-made obstructions within the Obstacle Clearance Surface envelope to supplement existing FAA data.
- Position and elevation of objects shall be obtained by triangulation using set up points within the maximum distance from the survey baseline and calculated independently from each set up point; elevations shall be provided from each set up point; or located directly using highly accurate surveying equipment (laser/scanning).

**Mapping Services:**

- All survey point information may also be provided on disk as a \*.asc or \*.txt file.
- Necessary information of 'tallest' obstacles within groupings; a table shall be provided with the survey identifying the point, description of object, latitude, longitude, accuracy, elevation, HAR, HAT, HAA, DRE, DRCL, will be on a finished "updated" map and furnished to Talbert & Bright, Inc., on a disk compatible with AutoCAD, Release 2015.
- A Professional Land Surveyor in the State of North Carolina will seal the maps and FAA 405 or Reports.


**Safety Requirements:**

- Summit Coastal field crews' possess safety/security training and driver training for operations within controlled airfield area. Summit Coastal also has communication capabilities with the 7W6 Unicom to insure safety or expedite movement within controlled areas.

The fees for the above scope of Professional services shall be Two Thousand Four Hundred and Eighty-five Dollars (\$2,485.00).

We will begin work upon receipt of notice to proceed. The time of completion shall be 23 (three) weeks from the notice to proceed. The scope of work includes all labor and materials normally required performing the above scope of work. Services not specifically listed in the above scope of work shall be considered not in contract and will be billed at our standard rates. If you have any questions regarding this proposal please feel free to contact me.

Sincerely,

  
Jonathan H. Fleener, PLS., CFS.  
Principal

17-1226-7W6-OCS-T&B



Preliminary Engineer's Opinion of Probable Cost  
Hyde County Airport  
Runway 11-29 Pavement Rehabilitation  
December 27, 2017

Item	Description	Unit	Quantity	Unit Price	Ext. Total
1	Mobilization	LS	1	\$ 240,000.00	\$ 240,000.00
2	Office Trailer	Month	4	\$ 3,500.00	\$ 14,000.00
3	Temporary Construction Entrance	Each	1	\$ 3,500.00	
4	Shoulder Preparation and Grading	SY	9,400	\$ 5.00	\$ 47,000.00
5	Crack Cleaning and Filling	LF	25,000	\$ 2.25	\$ 56,250.00
6	Herbicide Application	LS	1	\$ 7,500.00	\$ 7,500.00
7	Transition Milling	SY	670	\$ 16.00	\$ 10,720.00
8	Milling	SY	53,500	\$ 5.00	\$ 267,500.00
9	Full Depth Repair	SY	200	\$ 200.00	\$ 40,000.00
10	Temporary Silt Fence	LF	9,550	\$ 3.50	\$ 33,425.00
11	Bituminous Surface Course (3")	Ton	9,400	\$ 130.00	\$ 1,222,000.00
12	Bituminous Tack Coat	Gal.	8,000	\$ 3.00	\$ 24,000.00
13	Permanent Pavement Marking (First Application) White Paint with Rust Inhibitor	SF	58,000	\$ 1.30	\$ 75,400.00
14	Permanent Pavement Marking (Second Application) White Paint with Rust Inhibitor, Type III Beads	SF	58,000	\$ 1.30	\$ 75,400.00
15	Temporary Seeding and Mulching	Acre	1	\$ 3,500.00	\$ 3,500.00
16	Permanent Seeding	Acre	1	\$ 2,000.00	\$ 2,000.00
17	Sodding	SY	4,225	\$ 5.50	\$ 23,237.50
18	Permanent Mulching	Acre	1	\$ 1,500.00	\$ 1,500.00

Total - Base Bid: \$ 2,143,432.50